

BENTON COUNTY FIRE PROTECTION DISTRICT #1  
BOARD OF COMMISSIONERS

Regular meeting of June 20, 2017.

**CALL TO ORDER**

Chairman Houchin called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 9:00 a.m. at 7511 W. Arrowhead, Kennewick, Washington. In attendance at this meeting were Commissioner Houchin, Commissioner Morris, Commissioner Sleater, Fire Chief/District Secretary and Financial Manager Paden-Lilly.

**ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

**CORRESPONDENCE RECEIVED LOG**

The correspondence received log was reviewed.

**CORRESPONDENCE SENT**

The correspondence sent was reviewed.

**APPROVAL OF MINUTES**

Commissioner Sleater made a motion to approve the June 6, 2017, minutes as submitted. Commissioner Morris seconded the motion and all Commissioners voted in favor of the motion.

**FINANCIAL REPORT**

**Fund Transaction Details**

Presented to the Board were 2017 transactions #947 through #1095. The transactions total \$238,702.82. General Fund \$63,466.27; electronic payroll transfers \$74,534.20; federal payroll tax payment \$26,440.77; Hazmat Fund \$71,453.61; Fire Training Center Operations Fund \$2,656.95; and MPD Fund \$151.02. Commissioner Sleater made a motion to approve the vouchers. Commissioner Morris seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

**Transaction Summary Reports**

The budget revenue and expenditure reports were reviewed.

**EMS Report**

The EMS Collection Statistics Report was reviewed.

**REPORTS**

Commissioners and staff reported the following:

- The Safety Committee met and discussed the process for implementing the newly created Near Miss Form.
- The Hazmat Board meets tomorrow.
- The EMS Council met on Monday and discussed switching from the King County OTEP online training to Target Solutions software. The Council will continue to pay \$50 per EMT for Target

Solutions rather than to King County OTEP Online; this change should take place in 2018. A report was also given on the drills and training taking place for this area's Disaster Medical Control Center (DMCC), which is Kadlec Medical Center. They are working on creating a geographical breakdown of the area to designate medical facilities that are within a particular zone. This would assist those not familiar with the area to locate the nearest facility.

- Chief Click, Commissioner Houchin and Commissioner Morris attended the Southeast Washington Commissioners meeting in Dayton on Friday. It was a good meeting; Roger Ferris, the Executive Director of the Washington Fire Commissioners Association, gave a presentation on current legislative bills.
- The District has seen a slight increase in call volume over the past few weeks.
- Captain Bush reported that he received notification from the Department of Health (DOH) that bacteria is still present in the well water at the WSP Annex and Station 160. Staff is not to drink the water or use it for food preparation. The DOH would like to discuss options with the Board of potentially working with the City to move water lines up to that area.
- Dozer training begins tomorrow with Benton Fire #2.
- Captain Bush traveled to Springfield, Oregon to inspect and pick up the new Type 5 apparatus. His inspection found a few things that were incomplete and the apparatus was not ready to go. He stayed an extra day to work with Hughes Fire Equipment to ensure that the apparatus was complete. The apparatus was a demo unit, however it was purchased as new and was to be delivered in that condition. A letter has been sent to Hughes Fire Equipment expressing concern for their lack of attention to detail and poor customer service.
- Engine 1111 has returned from Nolan's Auto Body; the new compartment looks good and the apparatus can be returned to Station 110.
- Six Mobile Data Terminal's (MDT) that were funded by Emergency Management, have been received and the Maintenance Department is working on installation in apparatus.
- Captain LoParco reported that he continues to work on setup of the new training software and plans to start using it at the station level beginning July 1.
- Active Shooter Training was presented to two stations last week and will be presented to two stations this week. A joint drill with BCSO is planned for July 11.
- Utility-Terrain Vehicle (UTV) Operator Training will take place June 26. The training will include a rodeo course.

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

#### **Resident Firefighter Agreement**

Commissioner Sleater made a motion to approve Resident Firefighter Agreement for Logon Bonds. Commissioner Morris seconded the motion and all Commissioners voted in favor of the motion.

#### **Lieutenant Eligibility List**

Chief Click reported the lieutenant testing has been completed. Eight candidates tested and five individuals met the requirements to be placed on the Eligibility List. The Eligibility List is: Tracy Baker, Ryan Chambers, Jonathon Palmieri, Dane Boyd, and Stanley Salsbury. Commissioner Morris made a motion to approve the Eligibility List, Commissioner Sleater seconded the motion, and the motion passed unanimously.

**PUBLIC COMMENT**

There was no public comment.

**EXECUTIVE SESSION**

At 10:00 a.m. Commissioner Houchin called a 5-minute executive session per RCW 42.30.110 to discuss the performance of an employee. The announced time of resumption into the open public meeting was 10:05 a.m. The actual time of resumption into the open public meeting was 10:05 a.m.

**ANNOUNCEMENTS**

- The next board meeting is scheduled for July 11; 9:00 a.m. at the District Office.

**ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 10:08 a.m.