

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of July 11, 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 Ave., Kennewick, Washington. In attendance at this meeting were Commissioner Houchin, Commissioner Morris, Commissioner Sleater, Fire Chief/District Secretary Click, and Financial Manager Paden-Lilly.

ADDITIONS TO THE AGENDA

Volunteer firefighter applications was added to new business.

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 20, 2017, minutes as submitted. Commissioner Morris seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2017 transactions #1101 through #1142. The transactions total \$88,094.41. General Fund \$28,095.92; Hazmat Fund \$58,591.29; and Training Center Operations Fund \$1,407.20. 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 expenditure report was reviewed.

REPORTS

Commissioners, chief and staff reported the following:

- A regional FEMA FireAct grant was awarded for the purchase of live fire training props. Two props are to be located in Benton County and one in the Franklin County area. The grant totaled \$517,350, with a 10-percent matching fund requirement of \$47,031; the matching funds are to be divided equally between all nine participating agencies.
- Dispatch consolidation is moving forward; various subcommittees are being identified by the Chiefs.

- The Incident Management Teams (IMT) have been dispatched to Chelan County and twice to Yakima County recently. The District also had resources assigned to the Silver Dollar Fire which occurred on Hanford and Bureau of Land Management land.
- Station 130 was experiencing issues with a bay door; service was called out and the issue has been repaired. Station 120 was experiencing HVAC issues; service was called out for repair.
- Allen Electric was called out to the Fire Training Center due to lighting issues; several ballasts were changed.
- E1133 lost a block heater on Friday; it is in the maintenance shop and should be back in service today. A tire blew out on the low boy yesterday and it has been repaired. E1111 is back in service.
- Station 120 crew has been training and getting familiar with E1152, the new Skeeter Type 5 brush truck. A driver's checklist has been developed. The apparatus is currently in the maintenance shop to mount tools and equipment.
- B/C Taylor went to two fires with the IMT; the Sutherland Complex and the Silver Dollar fire.
- PIO Baker reported that the District participated in the Rancho Reata Homeowners Extravaganza. Great turnout of volunteers and the community. She is attending a Juvenile Firesetters meeting today.
- A special Hazmat Board meeting is scheduled for July 19, to discuss budget and agency assessment process.

OLD BUSINESS

Fire District Marketing Update

Liz Loomis of Liz Loomis Public Affairs, was introduced to the Board. Ms. Loomis has been working with Fire District staff this year to help promote the District and educate the community, by showing how the Fire District provides the best service possible while still being fiscally responsible of taxpayer's dollars. Her company assists the District with communication to citizens via newsletters, news releases, community presentations, website and social media. The messages are being very well received throughout the community; the District has received very little negative feedback.

NEW BUSINESS

Resident and Volunteer Firefighter Applications

Commissioner Sleater made a motion to approve Resident Firefighter Agreement for Tyler Miller and Volunteer Firefighter Applications for Tamra Bybee, James Madsen, Yvette Sanders, and Eric Senner. Commissioner Morris seconded the motion and all Commissioners voted in favor of the motion.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

At 9:43 a.m. Commissioner Houchin called a 10-minute executive session per RCW 42.30.110 to review the performance of a public employee. The announced time of resumption into the

open public meeting was 9:53 a.m. The actual time of resumption into the open public meeting was 9:53 a.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on July 25; 6:30 p.m. at the Fire Training Center.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 9:56 a.m.