

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of March 5, 2024.

CALL TO ORDER

Commissioner Carpenter called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order in-person and via video-conference at 4:00 p.m. at 1811A S. Ely St. Kennewick, Washington. In attendance at this meeting in-person were Commissioner Carpenter, Commissioner Jenkins, Commissioner Phillips, Fire Chief/District Secretary Click, Deputy Chief LoParco and Executive Director Paden-Lilly.

ADDITIONS TO THE AGENDA

MPD Supplemental Agreement was added to new business.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Carpenter requested that the minutes be amended to reflect a comment he made during the meeting regarding Columbia Basin Dive Rescue paying a percentage of the natural gas costs for a shared building. A motion was made by Commissioner Jenkins to approve the regular minutes of February 20, 2024, as amended. A second was provided by Commissioner Carpenter, and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2024 transactions #425 through #458. The transactions total \$136,738.78. General Fund \$81,908.88; Special Operations Group Fund \$53,437.50; and Fire Training Center Operations Fund \$1,392.40. Commissioner Jenkins made a motion to approve the vouchers. Commissioner Carpenter seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

REPORTS

Commissioners

Commissioner Carpenter reported that the Southeast Washington Fire Commissioner's Association meeting is scheduled for March 15 in Dayton. Chief Click and Deputy Chief LoParco plan to attend.

Fire Chief

Chief Click reported:

- He had a substantial conversation with the Pierce vendor regarding future apparatus specifications and costs.
- He submitted a grant application to Burlington Northern Santa Fe for a 6x6 UTV with a fire suppression tank.

- A regional communications AFG Grant is in the works with Richland Fire Department taking the lead in managing it.
- He shared photos of the new fire apparatus, which should be completed by May.
- He reviewed the legislative bills that are currently being monitored by the Washington Fire Commissioners and Fire Chiefs Associations.
- He attended a BCES board meeting.

Deputy Chief

Deputy Chief LoParco reported:

- In the past few weeks, he has spent considerable time onboarding four new employees. The process has gone smoothly, and they have now transitioned from dayshift to rotating 24-hour shifts.
- In September, the Tri-Cities will host the Ironman Competition. They are coordinating with local agencies to ensure the bike portion is safe as it travels through our fire district.
- He has been dealing with various HR personnel issues.
- He provided an update on the water tender refurbishment project and noted that Sea Western has acquired Cascade Fire in Yakima, which may affect the next two water tenders' refurbishment.

Training

Captain Nicholls reported:

- The Fire Training center has hosted several classes over the last couple of weeks.
- He attended S300-Extended Attack Incident Commander class last week in Bend, Oregon.
- There have been several vendors showing interest in the training tower modification project.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Financial Manager Position

Chief Click, Deputy Chief LoParco, and Executive Director Paden-Lilly recently interviewed an individual interested in the open Financial Manager position. After careful consideration, it was decided that the individual's qualifications will be discussed by the Board in an executive session.

Following the executive session, Commissioner Phillips made a motion to offer Elizabeth Alba employment as the Financial Manager. Commissioner Jenkins seconded the motion, and it was unanimously approved by all voting members.

Snure Seminar – April 19

A Procurement Law Webinar presented by Attorney Brian Snure is scheduled for April 19. The Fire District has purchased a Department Access Pass allowing an unlimited number of attendees. Commissioner Carpenter inquired about whether the group wanted to present the webinar at the Fire Training Center.

USF&W Agreement

Chief Click presented a five-year Cooperative Fire Protection Agreement between the United States Fish and Wildlife Service and Benton Fire #1. Commissioner Phillips made a motion to have Chief Click sign the agreement. Commissioner Jenkins seconded the motion and the motion passed unanimously.

MPD Supplemental Agreement

Chief Click presented a Supplemental Compensation Agreement for the Medical Program Director. The agreement would allow for the MPD to provide services that are beyond those statutorily required of an MPD and the agencies would provide additional compensation for those services. Following a discussion, Commissioner Jenkins made a motion to have Chief Click sign the Supplemental Compensation Agreement on behalf of the Board of Commissioners. Commissioner Phillips seconded the motion, and the motion was unanimously approved.

PUBLIC COMMENT

There were no public comments.

EXECUTIVE SESSION

Commissioner Carpenter called a 20-minute executive session at 4:35 p.m. per RCW 42.30.110(1)(g) to discuss the performance of a public employee and to review the qualifications of an applicant. The Executive Session was continued at 4:55 p.m. for an additional 15 minutes. The meeting was called back to order at 5:10 p.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will occur on March 19.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:10 p.m.

Approved by:

Submitted by:

Scott E. Carpenter, Board Chair

Lonnie E. Click, District Secretary