

BENTON COUNTY FIRE PROTECTION DISTRICT #1  
BOARD OF COMMISSIONERS

Regular meeting of January 5, 2021.

**CALL TO ORDER**

Chairman Christenson called the virtual regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 4:00 p.m. via Zoom video-conference. In attendance at this meeting were Commissioner Christenson, Commissioner Jenkins, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly. Commissioner Morris was excused due to illness.

**ADDITIONS TO THE AGENDA**

Columbia Safety, LLC Affiliation Agreement 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 Jenkins made a motion to approve the December 15, 2020, minutes as submitted. Commissioner Christenson seconded the motion and the motion passed.

**FINANCIAL REPORT**

**Fund Transaction Details**

Presented to the Board were 2020 transactions #2567 through #2615 and 2021 transactions #1 to #11. The 2020 transactions total \$164,129.00. General Fund \$132,770.55; Fire Training Center Operations Fund \$2,097.36; Training Academy Fund \$4,939.28, SCBA Fund \$12,541.45; and Bond Project Fund \$11,780.36. The 2021 transactions total \$37,845.82 for the General Fund.

Commissioner Jenkins made a motion to approve the vouchers. Commissioner Christenson seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

**Budget Expenditure Reports**

The budget expenditure reports were reviewed.

**REPORTS**

**Commissioners**

- Commissioner Christenson reported:
  - He and Chief Click attended the last Hazmat Meeting. Discussions continued regarding the steps necessary to move forward with implementation of the Quad-County Special Operations response model. The Board held a discussion regarding standardized team training and the importance of standardized training amongst all the team agencies. It was determined that a workgroup would be created to develop an Operational Manual and Policies with a deadline of April 21.

### **Fire Chief**

- Chief Click reported that Commissioner Morris is still in Seattle and feeling much better. He hopes to be back home soon.

### **Deputy Chief**

- Deputy Chief LoParco reported that the delivery of the new rescue truck has been pushed back a few weeks. The final inspection will take place on January 27, and travel home with the truck on January 30.

### **Battalion Chief(s)**

- Battalion Chief Gutzmer reported that most of the new recruits have been cleared for structural response. He hopes that all recruits will be done by the end of this week.

### **Labor Representative**

- Lieutenant Chambers reported that there is a bargaining group meeting scheduled for Thursday at 9:00 a.m.

## **OLD BUSINESS**

### **Apparatus and Facility Bond Project**

Chief Click reported that the ladder truck is progressing and is on schedule. The Station 170 project pre-bid walkthrough was held today and there was a good turnout. Bids are due back by January 14 and the results will be presented at the next Board meeting.

### **COVID-19 Impacts**

Chief Click reported that the District currently has two members quarantined with a positive COVID diagnosis, and a third member was sent home today with symptoms and will follow up with testing tomorrow. Twenty-seven members have been scheduled for the COVID Vaccine and should be done with the series by the end of January. Deputy Chief LoParco reported that the facility HVAC inspections have been complete, and recommendations have been provided to assist with air circulation that may help with COVID. He will provide the information at the next meeting.

## **NEW BUSINESS**

### **Resolution 2021-01; Cancel Warrants**

Resolution No. 2021-01 was presented to the Board to cancel outstanding warrants in the amount of \$1,709.93. After a discussion, Commissioner Jenkins made a motion to sign the resolution cancelling the outstanding warrants in the amount of \$1,709.93. Commissioner Christenson seconded the motion and the motion passed unanimously.

### **Chaplain Services Network Contract**

The 2021 agreement for Chaplain Services Network in the amount of \$5,000 was presented to the Board. After a discussion, Commissioner Jenkins made a motion to approve Chief Click sign the 2021 Chaplain Services Network agreement. Commissioner Christenson seconded the motion and the motion passed.

### **Columbia Safety, LLC Affiliation Agreement**

A Columbia Safety, LLC Affiliation Agreement was presented to the Board. The agreement would allow Benton County Fire District #1 to host EMT AEMT students for the purposes of clinical rotations to assist students in completing their minimum requirements of ambulance ride time. After a discussion, Commissioner Jenkins made a motion to approve Chief Click sign the Affiliation Agreement. Commissioner Christenson seconded the motion and the motion passed.

### **PUBLIC COMMENT**

There was no public comment.

### **ANNOUNCEMENTS**

- The next Board of Commissioner meeting will be on January 19 via Zoom.
- The next Hazmat Board meeting will be on January 20 via Zoom.

### **EXECUTIVE SESSION**

There was no executive session.

### **ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 4:48 p.m.