

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of December 15, 2020.

CALL TO ORDER

Chairman Jenkins 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

Temporary employee 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 Christenson made a motion to approve the minutes dated December 1, 2020, as submitted. Commissioner Jenkins seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2020 transactions #2397 through #2561. The transactions total \$240,613.86. General Fund \$56,104.33; electronic fund transfers \$117,668.63; federal payroll tax payment \$38,873.13; retirement systems transfer \$26,083.02; WA Support Registry \$1,341.00; Fire Training Center Operations Fund \$316.62; SCBA Fund \$57.13; and Bond Project Fund \$170.00. Commissioner Christenson made a motion to approve the vouchers. Commissioner Jenkins seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

Budget Revenue and Expenditure Reports

The budget revenue and expenditure reports were reviewed.

EMS Report

The EMS Collection Statistics Report was reviewed.

REPORTS

Commissioners

- Commissioner Christenson reported:
 - He and the Chiefs met with the Union on December 2, and another bargaining agreement meeting is scheduled for December 17.
 - He received a letter confirming that Benton #1 Firefighters Association Local 4362 had merged with Kennewick IAFF Local 1296.

- Attorney Brian Snure sent out information regarding Open Public Meeting Guidance and Clarification.

Fire Chief

- Chief Click reported:
 - Commissioner Morris is still over in Seattle and has had surgery. He is hoping to be home soon.
 - He and Executive Director Paden-Lilly are reviewing the Arrowhead leases in preparation for 2021. Chervenell Construction, who occupies Suite B, plans to move in February. He would like to start advertising for the space as soon as possible. On Scene Medical Services has expressed interest in leasing the entire upstairs space in 2021.
 - The second medic unit will go into service on December 21, at Station 120. The second unit will provide Basic Life Support (BLS) services and will rendezvous with an Advanced Life Support (ALS) unit.
 - There is a meeting with the Labor group on Thursday and he looks forward to moving through the collective bargaining process.

Deputy Chief

- Deputy Chief LoParco reported:
 - The new rescue truck is scheduled for final inspection and pick up on January 14.
 - He is going through the latest COVID updates and will forward the information on to all members.
 - A Safety Meeting is scheduled for next Monday.

Battalion Chief

- Battalion Chief Gutzmer reported that the recruit academy will be conducting live fire training in Walla Walla for District #1 recruits only.

Training

- Training Captain Nicholls reported:
 - He continues working on the Emergency Vehicle Incident Prevention (EVIP) training audit and distributing EVIP cards to members.
 - The Fire Training Center has had a group of juvenile fire setters the last few Wednesdays that have been assigned to clean up of the facility.

Maintenance Department

- Maintenance Supervisor Schoenwald reported that the Westmark truck (E1126) has had issues with the starter and the automotive shop had to pull the transmission out and fix the issue. Hoping it will be finished tomorrow.
- The maintenance shop is finishing up the second medic unit to get it into service.

Labor Representative

- Lieutenant Chambers stated that the Union is looking forward to the meeting this Thursday and he appreciates the patience and hard work everyone has put into the agreement revision.

OLD BUSINESS

Apparatus and Facility Bond Project

Chief Click reported that the Hughes Manufacturing representative has reported that the ladder truck is coming along as scheduled. The Bid notice for the Station 170 project went out today. The A&E firm anticipates a significant amount of interest in the project due to the lack of public works all over the northwest.

COVID-19 Impacts

The District continues COVID-19 business as usual. Chief Click has been working with Kennewick Fire Chief Michael regarding the setup to receive COVID vaccinations in the Tri-Cities. As of now, the State of Washington is set to receive 64,000 vaccines and Benton County will receive 1,950. The first vaccines will go to hospital staff and front-line care providers.

NEW BUSINESS

Resolution 2020-10; Set 2021 Board Meeting Dates

Resolution No. 2020-10 was presented to the Board. This resolution sets the 2021 Board of Commissioner meeting dates for the Regular Meetings to be held at 4:00 pm via video-conference or at a meeting location to be determined. The 2021 Regular Board Meeting dates are as follows:

Tuesday, January 5, 2021	Tuesday, July 6, 2021
Tuesday, January 18, 2021	Tuesday, July 20, 2021
Tuesday, February 2, 2021	Tuesday, August 3, 2021
Tuesday, February 16, 2021	Tuesday, August 17, 2021
Tuesday, March 2, 2021	Tuesday, September 7, 2021
Tuesday, March 16, 2021	Tuesday, September 21, 2021
Tuesday, April 6, 2021	Tuesday, October 5, 2021
Tuesday, April 20, 2021	Tuesday, October 19, 2021
Tuesday, May 4, 2021	Tuesday, November 2, 2021
Tuesday, May 18, 2021	Tuesday, November 16, 2021
Tuesday, June 1, 2021	Tuesday, December 7, 2021
Tuesday, June 15, 2021	Tuesday, December 21, 2021

Commissioner Christenson made a motion to sign the resolution. Commissioner Jenkins seconded the motion and the motion passed.

Elect 2021 Board Chairperson

The Board agreed that Commissioner Christenson would be the Chairperson in 2021, and Commissioner Jenkins Vice-Chair.

2021 Committee Assignments

- Hazmat Board – Commissioner Christenson
- EMS Council – Commissioner Morris
- Safety Committee/Accident Review – Commissioner Jenkins
- Board of Trustees – Commissioner Christenson

2020 WFCM Healthcare Application

The Washington State Fire Commissioner medical insurance program sent an annual Employer Application and Eligibility/Contribution Form for 2021. The form was signed by Commissioner Jenkins.

Temporary Employee

Chief Click reported that a full-time employee is out on short-term disability, due to a medical issue. He is requesting to fill the position temporarily with one of the temporary employees from this past wildland season. After a discussion, Commissioner Jenkins made a motion to

hire a temporary employee to fill in while the full-time employee is on short-term disability. Commissioner Christenson seconded the motion and the motion passed.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

At 4:45 p.m. Commissioner Jenkins called a 10-minute executive session per RCW 42.30.140 relating to collective bargaining issues and negotiations. The announced time of resumption into the open public meeting was 5:00 p.m. The actual time of resumption into the open public meeting was 5:00 p.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on January 5, 2021.
- The next Hazmat Board meeting will be on December 16, 2020.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:00 p.m.