

BENTON COUNTY FIRE PROTECTION DISTRICT #1  
BOARD OF COMMISSIONERS

Regular meeting of February 2, 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**

There were no additions to the agenda.

**CORRESPONDENCE**

The correspondence received log and correspondence sent was reviewed.

**APPROVAL OF MINUTES**

Commissioner Jenkins made a motion to approve the January 19, 2021, minutes as submitted. Commissioner Christenson seconded the motion and the motion passed.

**FINANCIAL REPORT**

**Fund Transaction Details**

Presented to the Board were 2021 transactions #168 to #203. The transactions total \$41,874.79. General Fund \$27,226.50; HazMat Fund \$10.00; Fire Training Center Operations Fund \$1,742.44; and Bond Project Fund \$12,895.85. 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 received the first COVID vaccination.
  - He is interested in participating in the upcoming Snure Webinars. Executive Director Paden-Lilly will register him for both webinars; Bid Laws, Procurement and Public Works and Fire Service Employment Law and will register Commissioner Jenkins for the Bid Laws, Procurement and Public Works webinar.
  - The Hazmat Board continues to work towards implementing the Special Operations response model. A Governance Committee was created to focus on updating the bylaws and reviewing the Articles of Incorporation and he will be a member of the committee.
  - He continues to participate in the union contract meetings.

**Fire Chief**

- Chief Click reported:
  - Commissioner Morris is still ill and recovering in a Seattle medical facility.

- He is in Clark County on assignment with the Incident Management Team supporting the COVID Vaccination site.
- He received his second COVID vaccine on Friday.
- The District has provided staff support at the Benton County COVID vaccination site. A Memorandum of Understanding has been drafted, so that those agencies participating can be reimbursed by the State of Washington Department of Health. The document is being reviewed by Attorney Snure.

### **Deputy Chief**

- Deputy Chief LoParco reported:
  - The delivery of the new rescue truck has been pushed back by another a few weeks, so that hoses and other items can be installed on the vehicle.
  - He is working on getting a new staff vehicle ordered.
  - The Safety Committee plans to reconvene in the next few weeks.

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

- Battalion Chief Gutzmer reported that the Academy Cadre has decided to begin Recruit Academy on February 22. All classroom learning will be done by video-conference starting with Hazmat Operations.

### **Training**

- Captain Nicholls reported:
  - He continues preparation for the upcoming S-131 class.
  - He has completed the first and second quarter District training calendar.
  - He is working on a FireAct grant application for communication equipment. It is due on February 12.

### **Labor Representative**

- Captain Bibe shared that the Union completed voting for officer representatives. He was nominated and will serve as the Vice President of Local 1296.

### **Maintenance Department**

- Maintenance Supervisor Schoenwald reported:
  - Engine 1126 is back in service!
  - The maintenance department is working on their regular service schedule.
  - The lowboy is in the shop due to a leak and will be repaired soon.

## **OLD BUSINESS**

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

Chief Click reported that the new ladder truck should be complete in March or the first part of April. He and Deputy Chief LoParco attended a Station 170 preconstruction meeting last week and it went well. The contractor was granted a “Proceed to Work” yesterday and will begin construction tomorrow. The completion date is set for the end of August.

### **COVID-19 Impacts**

Deputy Chief LoParco reported that the District continues COVID-19 business as usual. There is no report of any members out with the virus. Commissioner Christenson mentioned that the District needs to look at options available for the public that would like to attend Board meetings in person, rather than by video-conference.

### **Non-Union Affiliated Employee Handbook**

This item was tabled until a later board meeting.

## **NEW BUSINESS**

### **New Member Applications**

A Support Services application for Amy Shrum was presented to the Board for review. Commissioner Jenkins made a motion to approve the Support Services application and 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 February 16 via Zoom.
- The next Hazmat Board meeting will be on February 17 via Zoom.

## **EXECUTIVE SESSION**

At 4:33 p.m. Commissioner Christenson called a 20-minute executive session per RCW 42.30.110 to discuss the performance of a public employee. The announced time of resumption in the open public meeting was 4:53 p.m. The actual time of resumption into the open public meeting was 4:53 p.m.

## **ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 4:55 p.m.