

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of May 17, 2022.

CALL TO ORDER

Commissioner Carpenter called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 4:06 p.m. at 1811A S. Ely St. Kennewick, Washington and via Zoom video-conference. In attendance at this meeting were Commissioner Carpenter, Commissioner Couch, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly. Commissioner Jenkins arrived at 4:20 p.m.

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 Couch made a motion to approve the May 3, 2022, minutes as submitted. Commissioner Carpenter seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2022 transactions #900 to #1065. The transactions total \$269,044.93. General Fund \$64,177.81; electronic fund transfers \$124,595.13; federal payroll tax payment \$46,055.26; retirement systems transfer \$26,552.19; WA Support Registry \$1,291.00; Fire Training Center Operations Fund \$1,623.89; SCBA Fund \$4,563.51 and Joint Agency Fund \$186.14. Commissioner Couch 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.

Budget Revenue and Expenditure Reports

The budget revenue and expenditure reports were reviewed.

REPORTS

Commissioners

Commissioners Carpenter and Couch attended the Tri-County Fire Commissioners Association meeting on Saturday.

Fire Chief

Chief Click reported:

- The administrative staff met to discuss and plan for the upcoming Station 170 Dedication and Open House.
- The WADNR Agreement is complete and should go out for signature by the end of next week.
- He and Deputy Chief LoParco will be attending the Washington State Fire Chief's Conference in Wenatchee next week.

- The Washington State Fire Defense Committee has put together a letter to Governor Inslee regarding the shortage of firefighter's available for fire mobilizations due to the vaccination proclamation.
- He attended a Pacific Northwest Coordination training meeting.
- Occasionally, district facility keys are lost or misplaced, and for security purposes, facility door locks must be rekeyed. The staff analyzed the Fire District's key structure, and it was determined that it would be more feasible to decrease the number of keys issued to staff and use keypads primarily at all facilities.

Deputy Chief

Deputy Chief LoParco reported:

- It has been two weeks since the opening of Station 170 and he and staff are continuing to work through that process.
- Twenty additional ballistic vests were recently purchased and have been placed in service and he will be ordering seventeen ballistic helmets.
- He has started working on the water tender refurbish project that is budgeted for this year.

Battalion Chief(s)

Battalion Chief Gutzmer reported:

- He attended the Emergency Response Operations Coordinator (EROC) meeting last night.
- The wildland academy hands-on day will be held this Saturday with 13 Benton I recruits.

Training

Captain Nicholls reported:

- He and Kennewick Fire Training Officer Rob Kandle attended a Chief's meeting to review and ask for support of a regional training approach that will allow agencies to work together and not duplicate efforts.
- Hazardous Materials Multi-Company Operations drills will be held at the Fire Training Center this weekend.
- Stations 130 and 140 provided crews and apparatus for the Tri-Tech hands-on day.
- Lieutenant promotional testing is scheduled for June 2 and 4.
- BNSF is hosting a Railroad Emergency Response and Hazardous Materials Awareness Training on June 18 in Pasco.

Maintenance Department

Mechanic/Firefighter Ball reported that North Tech Equipment Repair identified the issue with the Westmark truck and will have it repaired and returned in the next few days. The new maintenance truck has been delivered, and he is getting it placed in service.

OLD BUSINESS

Facility Bond Project

Chief Click reported that the landscapers completed hydro-seeding and the project is getting close to being finalized.

Station 160 Water

Deputy Chief LoParco reported that the Contractor stopped by the office yesterday and he is still anticipating that the delayed parts will be in this month.

Tri-Tech Program

During the Tri-County Commissioner's Association meeting a vote was taken as to what agency would be the host for the Tri-Tech Fire Program. The group nominated Benton I as the host agency with Commissioner Couch as the liaison. Chief Click will forward documents

onto Tri-Tech Director Randall and then send the final agreement onto Attorney Snure for review.

BCES Board

- Chief Click reported that work continues with the Strategic Plan. Twenty-One applications were received for the Director position and five will be interviewed. Law enforcement continues to work through issues with Tyler records management software. BCES is looking into necessary updates needed to keep Integraph CAD software operational until making the transition to Tyler CAD.

Wildland Engine Replacement

Chief Click spoke with a fire agency who has purchased six wildland engines from Weis Fire and Safety Equipment and are very pleased with them. The closest agency to Washington State that has the Weis models is in San Francisco, California. Chief Click will visit that agency to review the fire apparatus in person.

NEW BUSINESS

New Member Applications

A Volunteer member application for Tess Alder was presented to the Board for review. Commissioner Couch made a motion to approve the application. Commissioner Jenkins seconded the motion and the motion passed.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

At 4:55 p.m. Commissioner Carpenter called an executive session pursuant to RCW 42.30.110(1)(i) to discuss with District legal counsel about potential litigation; the executive session will be for 30 minutes until 5:25 p.m. At 5:25 p.m. an announcement was made to extend the executive session to 5:30 p.m. The actual time of resumption into the open public meeting was 5:30 p.m.

ANNOUNCEMENTS

- A special Board of Commissioner meeting will be on June 3, 2022, at 11:00 a.m.
- An EMS Council meeting is scheduled for June 6, 2022, at 1:30 p.m.
- A regular Board of Commissioner meeting will be on June 7, 2022, at 4:00 p.m.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:30 p.m.

Approved by:

Submitted by:

Gregg A. Couch, Board Chair

Lonnie E. Click, District Secretary