

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of May 19, 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.

ADDITIONS TO THE AGENDA

Shift Employee Backfill and Wildland Firefighter position was added to old business and 2019 BVFF Pension Certification 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 May 5, 2020, minutes as submitted. Commissioner Jenkins seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2020 transactions #846 through #1000. The transactions total \$1,223,043.57. General Fund \$141,423.57; electronic fund transfers \$115,315.72; federal payroll tax payment \$41,264.75; retirement systems transfer \$23,681.24; WA Support Registry \$1,341.00; Hazmat Fund \$4,797.90; Fire Training Center Operations Fund \$1,306.57; Training Academy Fund \$101.13; SCBA Fund \$6,989.51; and Bond Project Fund \$886,822.18. 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 mentioned that health experts are interested in increased COVID testing, as a key to helping communities quickly identify infected people, and trace and isolate their contacts. He believes that having District members tested will provide the

Health Department a better picture for tracking exposures. Chief Click and Deputy Chief LoParco will conduct further research on the benefit and cost of testing all members.

Fire Chief

- Chief Click reported that a group of residents that reside in the Cottonwood Springs development, along with Century 21 Real Estate group, provided lunch for a crew at Station 140, to show their appreciation to the District for their service. They will hold another appreciation luncheon when our County enters Phase 2 or 3, so that more members can participate. Thanks to those in our community and businesses that are always there for us and who have come together during this Pandemic.
- He continues performing daily routine business meetings through video-conference and conference calls, and expects this to continue for some time.
- The District had been told that the newest command truck would be delayed for delivery, due to COVID. However, Bill McCurley Chevrolet called today, and the new vehicle has been delivered to our maintenance shop so they can begin prepping it for response.
- The Department of Health has their quarterly meeting tomorrow, and they are taking a final vote on whether to approve the request to make changes to the minimum/maximum numbers for EMS Trauma Certification. The Benton/Franklin EMS Council voted and approved the change. It has now been sent off for Regional EMS Council approval, then it can be forwarded on for State approval.
- The WFCA is presenting two Attorney Brian Snure webinars. Webinar 1 – Roles, Personnel, Duties, and Finances is scheduled for May 30 and Webinar 2 – Open Public Meetings and Open Public Records Act is scheduled for June 6.

Deputy Chief

- Deputy Chief LoParco continues working with Braun NW on the Rescue truck build; hoping to take delivery the first part of June.
- He continues working with staff to ensure that changes within the District continue going smoothly. He is currently working with staff through the transition to a new timecard program.
- A Fire District document containing COVID-19 operational directives has been provided to all members and staff. It is a priority to ensure that everyone is aware of the updated protocols to reduce the spread of COVID-19 and maintain health and safety.
- The COVID-19 Nasal PCR test and anti-body testing are more readily available; however, there may be costs associated for lab fees. At this time the District will have members receive the Nasal PCR tests, only when exposed or due to symptoms. The benefit of the anti-body tests is still unknown, so we will continue to monitor the situation daily.
- He expressed that the maintenance department is doing a great job going through the District's inventory to clean up our facilities by excessing items no longer used or in working condition.

Training

- Captain Nicholls reported that the training department developed and released a memo to all District members that includes a layout of a phased-in approach for training in accordance with State ordinance.
- Recruit school started May 5, with some recruits returning from the fall academy to complete Wildland academy. They are doing an online curriculum and meeting weekly, while maintaining social distancing and following PPE protocols. He is hoping to have hands-on training completed by May 30.
- He is planning to schedule dozer training the first week of June, with Benton #2 at the shooting range in Benton City.
- He continues supplying members with a significant amount of online training during the stay home phase.

Maintenance Department

- Maintenance Supervisor Schoenwald reported that the maintenance shop is working through regular maintenance for the water tenders.
- He continues to check in weekly on the progress of the new engine being installed on the Westmark.
- He and Mechanic/Firefighter Ball continue cleaning up the shop and identified a list of items that need to be surplused.

Other

- Executive Director Paden-Lilly mentioned that the first Team BentonOne Newsletter was distributed via email today. It will also be posted on Facebook.

OLD BUSINESS

COVID-19 Impacts

Chief Click reported that things have been going well over the last two weeks, even though there has been an increase in medical contact with suspected COVID-19 patients. Our responders continue running strong, utilizing proper PPE. Benton County is a concern and continues to see COVID-19 numbers escalate. Benton County is not meeting the criteria needed to transition from Phase 1 to Phase 2, that other Counties are seeing.

Apparatus and Facility Bond Project

Apparatus Project

Chief Click reported that the contract for the Ladder truck is complete and preconstruction has begun. Delivery expected in Spring 2021.

Facility Project

Chief Click and Deputy Chief LoParco met with the owner of the proposed Station 170 property. The Purchase and Sale Agreement has been signed and forwarded onto Chicago Title Company for the title search, escrow, and closing of the purchase.

Shift Employee Backfill and Wildland Firefighter Position

Jeremy Linhoff has passed all testing requirements to hire as a Firefighter/EMT and Ryan Dawson is next on the list to hire as Wildland Firefighter. After a discussion, Commissioner Christenson made a motion to hire Jeremy Linhoff for the shift Firefighter position and Ryan Dawson for the Wildland Firefighter position. Commissioner Jenkins seconded the motion and the motion passed unanimously.

NEW BUSINESS

Resolution 2020-01; EMS Service Rates

Resolution 2020-01 was presented to the Board. Chief Click reviewed the resolution that establishes rates for emergency medical service based on the level of care provided. Commissioner Christenson made a motion to approve Resolution 2020-01. Commissioner Jenkins seconded the motion and the motion passed unanimously.

Resolution 2020-03; Surplus of Property

Resolution No. 2020-03 was presented to the Board. The resolution authorizes the sale or disposal of listed surplus property. After a discussion, Commissioner Christenson made a motion to sign the resolution and Commissioner Jenkins seconded the motion. All Commissioners voted in favor of the motion.

Volunteer Firefighter Applications

Volunteer firefighter applications for Geoffrey Hudson and Andrew Stocker were presented to the Board for review. Commissioner Christenson made a motion to approve the firefighter applications and Commissioner Jenkins seconded the motion and the motion passed.

2019 BVFF Pension Certification

The 2019 Board for Volunteer Firefighters' Pension Certification was presented to the Board. Chairman Jenkins signed approving the document.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on June 2.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:52 p.m.