

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of June 15, 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 Couch, Commissioner Jenkins, Fire Chief/District Secretary Click, Deputy Chief LoParco and Executive Director Paden-Lilly.

ADDITIONS TO THE AGENDA

2020 BVFF Pension Certification was added to new business.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Jenkins made a motion to approve the minutes dated June 1, 2021, as submitted. Commissioner Christenson seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2021 transactions #1148 to #1328. The transactions total \$352,813.77. General Fund \$67,055.71; electronic fund transfers \$122,064.30; federal payroll tax payment \$42,189.53; retirement systems transfer \$25,794.07; WA Support Registry \$1,341.00; Hazmat Fund \$131.98; Fire Training Center Operations Fund \$1,639.84; MPD Fund \$372.30; and Bond Project Fund \$92,225.04. Commissioner Couch 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 Revenue and Expenditure Reports

The budget revenue and expenditure reports were reviewed.

EMS Report

The EMS and Ambulance Collection Statistics Report was reviewed.

REPORTS

Commissioners

Commissioner Christenson reported:

- He received his district-issued computer tablet and is getting familiar with the device.
- He attended the final spring WFCFA webinar on COVID and the Fire Service and it was very informative.

Fire Chief

Chief Click reported:

- He stopped by the stations during drill and was pleased that everything seems to be going well, and everyone is following COVID protocols.

- He plans to meet with Benton County FD#2 Chief Duncan and West Benton Fire Chief Johnson to continue discussions on reformatting the current formula used to assess agencies for annual dispatching services and Fire District representation on the BCES Board.
- He and Deputy Chief LoParco met with the Kennewick Fire Department representatives regarding the Fire Training Center. They do not plan to modify the Facility Interlocal Agreement at this time, and we will be moving forward with the needed facility repairs
- He received a call from Jerry Morris' son regarding an upcoming memorial service for his father. Chief Click informed him that the District could provide logistical support for the family through the process. He is waiting to hear back from him.
- He will be looking into what hiring resources might be available to establish a current Paramedic Eligibility List in preparation of Maintenance Supervisor Schoenwald's retirement.
- A counterproposal has been received from the Labor Group. He and Deputy Chief LoParco reviewed the proposal and made notes, then forwarded it on to Commissioner Christenson for review.
- The Real Estate Sale Listing Agreement for the Arrowhead property has expired and will need to be renewed. Chief Click will meet with the Realtor and discuss market conditions and a possible clause that would exclude current tenants from having to hire a realtor, should they be interested in purchasing the property.

Deputy Chief

Deputy Chief LoParco reported:

- The Captain Testing process has been completed and he will have an eligibility list for the next board meeting.

Battalion Chief

Battalion Chief Gutzmer reported that 13 of the 19 recruits passed live fire training. He expects the remaining recruits scheduled for training to pass as well. The personal protective equipment that is on order has been delayed. He is hoping it will arrive soon so that all the new members can be outfitted.

Training

Captain Nicholls reported:

- He has been working on getting members through annual wildland refresher training, so that Incident Qualification Cards (Red Cards) can be distributed.
- Dozer Training was conducted on Friday and Saturday along with other area fire agencies.
- He currently has 20 new applications and testing is scheduled for July 10.
- A new resident firefighter started today, and he anticipates another one next week and one more in July. He hopes to be at full resident capacity by October.

Labor Representative

Lieutenant Chambers reported that the labor group is looking forward to scheduling a date to reconvene with management to discuss the proposal.

Maintenance Department

Maintenance Supervisor Schoenwald reported:

- The station bay striping project is nearly complete.
- The maintenance department will begin service on water tenders next.

OLD BUSINESS

Facility Bond Project

Chief Click reported that part of the concrete apron has been poured on the back side of where the apparatus building will be constructed and some of the footings have been placed in the front area. The incorrect flooring product has been removed from the interior of the living quarters and the correct flooring will be ordered and installed once it arrives.

COVID-19 Impacts

Deputy Chief LoParco reported that facility mask and social distancing requirements were changed on June 4. Each facility has been assigned a representative who is responsible for gathering proof of vaccination from each member who wishes to forego mask wearing. A master log of vaccinated members will be kept and distributed to each facility. Non-vaccinated members must continue to wear a mask and practice social distancing. All other mask wearing mandates while driving and/or responding will remain in place. Deputy Chief LoParco mentioned the District continues to be impacted mentally by the accumulated effects of the virus.

Chief Click has reached out to the State regarding any changes that may have been made to the Open Public Meeting requirements. He will share that information once he receives it.

NEW BUSINESS

Cyber Security

The District was notified by a neighboring fire agency that they had been the victim of a cyber-attack. Fortunately, they did not have a data breach, however they would not be fully operational for another 48-72 hours. Executive Director Paden-Lilly reached out to the District's IT provider who emphasized the importance of having extensive cyber security measures in place. Chief Click and Executive Director Paden-Lilly met and discussed the added costs of approximately \$1,000 per month for the addition of this security, versus the risks of being vulnerable to a cyber-attack. Chief Click signed the Cyber Security proposal, and it was implemented right away to ensure the protection of the District. Commissioner Christenson stated that it was a smart move and agrees with the decision to move forward with installing the software.

District Logo and Marketing

This year is the District's 75th Anniversary! The staff is recommending that a community BBQ be held in late August or early September commemorating the anniversary. The idea of adopting a new District logo has also been in discussion. Chief Click, Deputy Chief LoParco and Executive Director Paden-Lilly met with Devfuzion's Marketing Division to discuss their ideas of marketing a 75th Anniversary event and a Station 170 dedication event next year. They would also assist with rebranding the District's new logo and marketing the District by keeping the community aware of the Fire District and of the new equipment and services provided. Devfuzion will provide a proposal for their services that will be presented at a Board Meeting.

New Member Applications

Support Services applications for McKenzie Moen and Corbin Nelson were presented to the Board for review. Commissioner Christenson made a motion to approve the support services applications. Commissioner Jenkins seconded the motion and the motion passed unanimously.

2020 BVFF Pension Certification

The 2020 Board for Volunteer Firefighters' Pension Certification was presented to the Board. Chairman Christenson 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 July 6, 2021, at 4:00 p.m.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:06 p.m.