

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of June 4, 2019.

CALL TO ORDER

Chairman Houchin called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 9:00 a.m. at 7511 W. Arrowhead Ave., Kennewick, Washington. In attendance at this meeting were Commissioner Houchin, Commissioner Jenkins, Commissioner Morris, Fire Chief/District Secretary Click and Financial Manager Paden-Lilly.

ADDITIONS TO THE AGENDA

Asphalt Paving Project was added to old business. Resolution No. 2019-06; Commissioners Authorization to Volunteer, SeWag Service Agreement, and Volunteer Firefighter Application 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 Morris made a motion to approve the May 21, 2019, minutes as submitted. Commissioner Jenkins seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2019 transactions #894 through #926. The transactions total \$44,178.62. General Fund \$33,432.92; electronic payroll transfers \$3,977.73; federal payroll tax payment \$1,239.02; Hazmat Fund \$2,149.98; Training Center Operating Fund \$3,158.62 and SCBA Fund \$220.35. After a discussion, Commissioner Morris 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 Expenditure Report

The budget expenditure report was reviewed.

REPORTS

Commissioners, Chief and staff reported the following:

- Chief Click reported:
 - He and Captain LoParco attended a WFCA Saturday Seminar in Chelan. Topics included were WFCA Health Care Program, Developing a Strategic Communications Plan, and Legislature 101.
 - A State Mobilization was declared last night for a wildland fire in Grant County. One of the Incident Management Teams (IMT) has been assigned to the incident.
 - He plans to meet with Chief Harris and Bud Rose to begin the process of getting the necessary licenses in order to operate an ambulance.

- The new IMT Trailer arrived on Memorial Day.
- The transition to the new IT support provider will begin this week.
- The day-shift Lieutenants switched to a 24-hour shift on June 3. The new schedule will be monitored and evaluated in three months due to the significant change in staffing. Instead of having three Lieutenants on day-shift Monday through Friday, there will be one Lieutenant on shift 24/7.
- MPD/Office Assistant Ferrell reported that the EMS Council met yesterday. The agenda included discussion of purchasing new training mannequins for Ongoing Training and Evaluation Program (OTEP) development for the EMS program and information on an upcoming training class on wound packing. The August meeting will be cancelled due to fire season, so the next meeting is scheduled for October 7.
- Captain Bibe reported that the transition of Lieutenants to 24-hour shifts has gone smoothly so far. They are working on cross training everyone on various assigned programs and projects so that someone on-shift can always provide assistance.
- Public Information Officer Baker reported that the An Evening of EMT event at CBC is scheduled for June 6 and the Finley Elementary field day is scheduled for June 12.
- The Marketing Committee has a conference call scheduled tomorrow regarding the upcoming ballot propositions.
- Dozer training is coming up this week; there are seven members registered for the training.

OLD BUSINESS

Asphalt Paving Project

Chief Click presented Contract Change Order Modification 2019-01, for the Station 110 and 160 Asphalt Project. The modification will add approximately 1,800 square feet of asphalt with striping for the POV parking. The additional cost is \$6,838.40 plus tax. After a discussion, Commissioner Morris made a motion to approve Contract Change Order Modification 2019-01. Commissioner Jenkins seconded the motion and the motion passed.

NEW BUSINESS

Resolution No. 2019-06; Commissioners Authorization to Volunteer

Chief Click presented Resolution 2019-06. The resolution would authorize Commissioner Jenkins to serve as a volunteer firefighter without compensation per RCW 52.14.010. After a discussion, Commissioner Houchin made a motion to approve Resolution No. 2019-06. Commissioner Morris seconded the motion and the motion passed.

SeWAG Service Agreement

The SeWAG Group would like to enter into an agreement with TSI Incorporated to provide five annual calibrations on the three SeWAG mask-fit testing units. The upfront cost will be \$14,872.77. Commissioner Morris made a motion to approve the agreement with TSI Incorporated and the SeWAG Group. Commissioner Jenkins seconded the motion and the motion passed.

Volunteer Firefighter Agreement

Commissioner Morris made a motion to approve Volunteer Firefighter Application for Garrett Sallee. Commissioner Jenkins seconded the motion and the motion passed unanimously.

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 18.
- The Southeast Washington Fire Commissioners Association meeting will be on June 21 at Columbia County Fire District #3 in Dayton.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 9:55 a.m.