

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of July 18, 2023.

CALL TO ORDER

Commissioner Phillips called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order at 4:00 p.m. at 1811 A S. Ely St. Kennewick, Washington and via video-conference. In attendance at this meeting were Commissioner Carpenter, Commissioner Phillips, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly. Commissioner Jenkins arrived at 4:15 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

A motion was made by Commissioner Carpenter to approve the regular minutes of July 5, 2023, as presented. A second was provided by Commissioner Phillips, and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2023 transactions #1364 to #1515. The transactions totaled \$299,678.07. General Fund \$59,412.68; electronic fund transfers \$145,962.56; federal payroll tax payment \$52,543.44; retirement systems transfer \$28,474.47; WA Support Registry \$1,291.00; Special Operations Group Fund \$6,591.00; Fire Training Center Operations Fund \$1,098.45; SCBA Fund \$1,819.38, MPD Fund \$1,452.84, and Fire Training Center Capital Fund \$1,032.25. Commissioner Carpenter made a motion to approve the vouchers. Commissioner Phillips 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

Commissioner Carpenter reported that prior to the July 14 special board meeting, the Columbia Development Authority conducted a tour of surplus portable offices on the former Umatilla Army Chemical Depot property. It was an interesting field trip, although a bit sad since the structures haven't been maintained since the Depot closed in 2012.

Fire Chief

Chief Click reported:

- A special board meeting was held to discuss the budget and strategic plan. Staff prepared a preliminary budget package for 2024, which is consistent with the Capital Equipment and Facility Plan for 2023-2042.

- A staff meeting was held last week with some staff and shift captains. It was an excellent meeting, and it was the first staff meeting since the pandemic.
- He attended a meeting yesterday with the Bureau of Land Management (BLM), Fire Marshal's Office, and Fire Defense Committee to discuss interaction and cooperation during wildland fire season.

Training

Captain Nicholls reported:

- He was assigned to the Quincy fire for a couple of days and was able to work on his Type 3 Incident Commander taskbook.
- The first part of the Career Eligibility testing was held last week, and the second portion will be held tomorrow.
- He is working on new applicant volunteer testing. The written and agility test will be held this weekend.

Labor

Captain Bibe thanked the Board for their response to Local 1296's request to begin negotiations. He also submitted a follow-up letter.

Maintenance Department

Mechanic/Firefighter Ball reported that he has been working on maintenance requests and outfitting the new staff vehicle for Deputy Chief LoParco.

OLD BUSINESS

Fire Restitution – Government-owned property

He was invited to attend a meeting with the Corps of Engineers. It was a good meeting, and he will continue to work with them on a regional agreement that will include all agencies who respond to their land. The agreement will have to receive approval from the Washington DC Headquarters.

Station 160 Admin Office

Procurement and Administrative Coordinator Ewing is in the process of researching purchasing contracts for the construction of an administrative office. A packet of information was distributed to the board, and staff will present the floor plan and cost estimates once they have been received.

NEW BUSINESS

New Member Applications

A Support Services member application for RYANNE REED was submitted to the Board for review. Commissioner Carpenter made a motion to approve the new member applications. Commissioner Jenkins seconded the motion and the motion passed.

PUBLIC COMMENT

No comments were received from the public.

EXECUTIVE SESSION

Commissioner Jenkins called a 20-minute executive session at 4:30 p.m. per RCW 42.30.140 relating to collective bargaining issues and negotiations and RCW 42.30.110(1)(g) to discuss the

performance of a public employee. At 4:50 pm the meeting was extended by 5 minutes. The meeting was called back to order at 4:55 p.m.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on Tuesday, August 1 at 4:00 p.m.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:00 p.m.