

BENTON COUNTY FIRE PROTECTION DISTRICT #1  
BOARD OF COMMISSIONERS

Regular meeting of September 20, 2022.

**CALL TO ORDER**

Commissioner Couch 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 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 was excused.

**EXECUTIVE SESSION**

Commissioner Couch called a 15-minute executive session at 4:00 p.m. per RCW 42.30.110 (1) (i) to discuss with legal counsel matters relating to a current or potential litigation. The meeting was called back to order at 4:15 p.m.

**ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

**CORRESPONDENCE**

The correspondence sent and correspondence received log was reviewed.

**APPROVAL OF MINUTES**

Commissioner Carpenter made a motion to approve the September 6, 2022, minutes as submitted. Commissioner Couch seconded the motion and the motion passed.

**FINANCIAL REPORT**

**Fund Transaction Details**

Presented to the Board were 2022 transactions #1815 to #1964. The transactions total \$439,551.68. General Fund \$177,559.68; electronic fund transfers \$155,230.64; federal payroll tax payment \$59,157.00; retirement systems transfer \$32,494.52; WA Support Registry \$1,291.00; Fire Training Center Operations Fund \$8,118.72; Training Academy Fund \$574.00, SCBA Fund \$4,918.68 and Joint Agency Fund \$207.44. Commissioner Carpenter made a motion to approve the vouchers. Commissioner Couch 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**

**Fire Chief**

Chief Click reported:

- He provided a report from Firefighter Allington who is instructing this years Tri-Tech Firefighting Program. The program currently has 47 first-year students, 10 second-year students and six second-year work-based learning students. The class is focused on building the team and leaders while introducing fire service history, tradition, culture, and safety.

- He participated in a IMT Coalition meeting and multiple fire defense committee meetings.
- Area Police and Fire Chiefs held an active shooter meeting.
- A BCES Board meeting is scheduled for this week on Thursday.
- Executive Director Paden-Lilly has been working on combing the District's Five-Year Plan into an Operations and Long-Range Capital Improvement Plan. She and the Chief's will work together to complete the documents in preparation for future budgeting and financial planning.
- He attended a Washington State Legislative Committee. He provided updated information on the current Legislative Session.

### **Battalion Chief(s)**

Battalion Chief Gutzmer reported:

- Everything is going well at the recruit academy, which began two weeks ago.
- He held a volunteer officer's meeting last week. A group of volunteers has been assigned the task of reviewing incident response requirements and ways to better assist volunteers in meeting member in good standing requirements.
- The District was dispatched to a Med 2 call with violence on Saturday. While enroute to the fire station, two volunteer members were involved in an auto accident with a drunk driver. They received damage to their vehicles, but thankfully did not suffer any injuries.

### **OLD BUSINESS**

#### **Temporary Hire**

The individual hired temporarily as a result of a staffing shortage has been in the position for four months. Chief Click inquired if the Board wished to continue with the current temporary hire for a longer period or swap out with another district member as an opportunity to gain more experience. After a discussion, the Board requested additional information on how long an individual can work in a temporary position before legally becoming a permanent employee.

### **NEW BUSINESS**

#### **EMAC Contract**

The current Intergovernmental Agreement for Emergency Management Assistance Compact (EMAC) and the Pacific Northwest Emergency Management Arrangement (PNEMA) between the Washington Military Department and Benton County Fire District #1 is set to expire on October 31, 2022. Renewal of this agreement provides the option for the Fire District to participate in intrastate and state-to-state mutual aid during times of emergency or disaster. The agreement would extend to October 31, 2027. After a discussion Commissioner Couch made a motion authorizing Chief Click as the signatory on the renewed Intergovernmental Agreement for EMAC. Commissioner Carpenter seconded the motion and the motion passed.

#### **Resident Firefighter Agreement**

A Resident Firefighter Agreement for Cole Hiatt was presented to the Board for review. Commissioner Carpenter made a motion to approve the agreement. Commissioner Couch seconded the motion and the motion passed.

#### **Cancer Support Apparel**

October is Breast Cancer Awareness Month and District members have created new artwork for t-shirts to be worn in October to show their support. There will be no cost incurred by the District, however Policy states that logos/artwork must approved by the Board of

Commissioners. After a discussion, Chief Couch made a motion to approve the District Breast Cancer Awareness artwork. Commissioner Carpenter seconded the motion and the motion passed.

### **PUBLIC COMMENT**

There was no public comment.

### **EXECUTIVE SESSION**

Commissioner Couch called a 5-minute executive session at 5:10 p.m. per RCW 42.30.110 (1) (g) to discuss the performance of a public employee. The meeting was called back to order at 5:15 p.m.

### **ANNOUNCEMENTS**

- A regular Board of Commissioner meeting will be on October 4, 2022, at 4:00 p.m. at the Fire Training Center.

### **ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 5:15 p.m.