

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of September 6, 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 Street in Kennewick, Washington and via Zoom video-conference. In attendance at this meeting were Commissioner Carpenter, Commissioner Couch, Commissioner Jenkins, Fire Chief/District Secretary Click, Deputy Chief LoParco, and Executive Director Paden-Lilly.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

EXECUTIVE SESSION

Commissioner Couch called a 15-minute executive session at 4:02 p.m. per RCW 42.30.110 (1) (i) to discuss with legal counsel matters relating to a current or potential litigation. The Executive Session was continued at 4:17 p.m. for an additional 10 minutes. The meeting was called back to order at 4:27 p.m.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Jenkins made a motion to approve the minutes of the August 16, 2022, as submitted. Commissioner Carpenter seconded the motion and the motion passed unanimously.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2022 transactions #1758 through #1802. The transactions total \$94,903.87. General Fund \$68,360.39; Fire Training Center Operations Fund \$2,335.69; Training Academy Fund \$2,208.00 and FTC Capital Building Fund \$21,999.79. Commissioner Jenkins made a motion to approve the vouchers. Commissioner Carpenter seconded the motion and the motion passed unanimously. The voucher registers are attached to these minutes and constitute a part thereof.

Budget Expenditure Reports

The budget expenditure reports were reviewed.

EMS Report

The EMS and Ambulance Collection Statistics Report was reviewed.

REPORTS

Fire Chief

Chief Click reported:

- He reviewed current volunteer response statistics with the Board. Currently, the same 35 volunteer members are providing 91% of responses. Chief Click reiterated the importance of implementing the process of having volunteer members schedule time via the Volunteer Sleeper Program (VSP).
- He and Deputy Chief LoParco met with the Union to discuss overtime and other budgetary items.
- He talked with Washington State Department of Health's EMS and Trauma Prehospital Liaison Jason Norris about a complaint filed anonymously against the Fire District. To further discuss the issue, a conference call has been scheduled for September 12 with Mr. Norris and EMS Trauma Supervisor Catie Holstein.

Deputy Chief

Deputy Chief LoParco reported:

- There were two documents filed incorrectly by the City of Kennewick in relation to the Station 160 water project. To ensure accurate recording, the documents have been re-signed and will be hand delivered.
- He has begun working on the specifications for the water tender refurbishment project.
- The two Seasonal Wildland Firefighters will have completed their temporary employment on Friday, September 9.

Battalion Chief(s)

Battalion Chief Gutzmer reported that structure academy starts tonight with 27 students; of which 13 are assigned to Benton I.

Training

Captain Nicholls reported that weekends at the Fire Training Center are filling up soon, due to recruit school and other special training classes. If anyone is interested in reserving the training room in the next few months, please let him know as soon as possible.

Maintenance

Mechanic/Firefighter Ball reported that the Westmark truck is currently in the shop due to leaking axel seals. He has parts on order and hopes to have it repaired by tomorrow.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Voluntary Leave Donation

An employee who is currently on a leave of absence is in need of additional leave due to an extended health condition. Per Benton #1 Professional Firefighters IAFF Local 1296 Collective Bargaining Agreement 2021-2022 and Non-Union Affiliated Employee Handbook 2022-2023, employees are allowed to transfer vacation hours to an individual, with the following conditions:

1. Must be approved by the Board of Commissioners.
2. Transfer of time can only occur after the individual has exhausted all their available leave.
3. Individuals that receive transferred time can only use that time for leave. It cannot be converted for a cash-out.
4. If a person terminates employment with donated leave time, that leave will revert to the individual(s) who donated the time.
5. Donated time will be at an hour for hour ratio.

After a discussion, Commissioner Couch made a motion to approve the voluntary leave donation request. Commissioner Jenkins seconded the motion and the motion passed.

New Member Applications

Volunteer member applications for Chad Dillenberg, Cole Hiatt, Jenna Kochenauer, Doug Santschi, Emma Thompson, and Brian Vaudrin were presented to the Board for review. Commissioner Couch made a motion to approve the applications. Commissioner Carpenter seconded the motion and the motion passed.

PUBLIC COMMENT

There was no public comment.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on September 20, 2022.

ADJOURNMENT

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