

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of January 3, 2023.

CALL TO ORDER

Chairperson Jenkins 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. 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

Chaplain Services Network Contract was added to old business.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Couch made a motion to approve the December 20, 2022, minutes as submitted. Commissioner Carpenter seconded the motion and the motion passed.

Benton PUD Tort Claim

As a result of an incident that occurred on March 25, 2022, the Fire District received a Tort Claim and a \$978.37 invoice from the Benton PUD. A Fire District apparatus was backing up a driveway when it ran into a Benton PUD vehicle that had been dispatched to the scene of a residential structure fire. An incident report was completed by the Fire District apparatus driver and reviewed by the Safety Committee. The incident was determined to be a result of human error since no backer/spotter was used, and the vehicle's backup camera was active at the time.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2022 transactions #2656 through #2680 and 2022 transactions #1 to #8. The 2022 transactions total \$22,100.29. General Fund \$19,425.50; Fire Training Center Operations Fund \$1,553.01; and SCBA Fund \$1,121.78. The 2023 transactions total \$51,067.76 for the General Fund. Commissioner Couch 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.

Executive Director Paden-Lilly shared information regarding the Ground Ambulance Data Collection System (GADCS). The District received notification of selection to participate in

the GADCS study implemented by CMS (Medicare & Medicaid Services) to collect cost, revenue, utilization, and other information. This data will be analyzed to determine the adequate cost of furnishing ground ambulance services in various geographic locations, which will then be used to update the current allowable fee for service schedule.

REPORTS

Fire Chief

Chief Click reported:

- He met with CKJT Architects, PLLC today regarding the Station 160 remodel project. The company has agreed to provide preliminary plans and costs for a remodel.
- He spoke with Benton 4's Chief Carlyle regarding a shared resource navigator position. In 2016, the District and Benton 4 signed a Business Associate Agreement to participate in the FDCARES Program, which the two chiefs will review and work toward implementation.
- Commissioner Carpenter had inquired about COVID grant funds and the Emergency Recovery Act. In light of COVID19, the District only received minimal expenses and the grant application process would not be feasible.

Training

Captain Nicholls introduced Firefighter/EMT Nathen Allington who is assigned to the Tri-Tech Firefighter Program. Firefighter/EMT Allington provided an overview of the first quarter of the program.

OLD BUSINESS

Chaplain Services Network Contract

The Board continued discussion regarding the January 1, 2023, to December 31, 2024, Chaplain Services Network Contract. Commissioner Couch made a motion to approve the 2023-2024 Contract and authorize Chief Click to sign the contract. Commissioner Jenkins seconded the motion and the motion passed with all in favor.

NEW BUSINESS

Commissioner Position #1

Commissioner Couch has announced that he will be stepping down from Commissioner Position #1 on March 31, 2023. A review of the 2021 Vacancy Announcement and Board Vacancy Application was conducted by the Board. The Board would like to move forward with advertising for candidates to fill the Commission vacancy.

2023 BVFF Pension/Disability Remittance

The 2023 Board for Volunteer Firefighters' Pension/Disability Remittance Form was presented to the Board. Commissioner Jenkins signed approving the document.

PUBLIC COMMENT

There were no public comments.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The next Board of Commissioner meeting will be on January 17, 2023.

- The District's Annual Banquet is scheduled for March 11, 2023.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:36 p.m.