

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of March 7, 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 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.

CORRESPONDENCE

The correspondence received log and correspondence sent was reviewed.

APPROVAL OF MINUTES

Commissioner Carpenter made a motion to approve the February 21, 2023, minutes as submitted. Commissioner Couch seconded the motion and the motion passed.

FINANCIAL REPORT

Fund Transaction Details

Presented to the Board were 2023 transactions #407 to #453. The transactions total \$65,956.13. General Fund \$54,520.10; Special Operations Group Fund \$1,186.43; Fire Training Center Operations Fund \$1,353.87; Tri-County Recruit Academy Fund \$6,554.52; SCBA Fund \$2,081.90; and MPD Fund \$259.31. 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.

REPORTS

Fire Chief

Chief Click reported:

- He reviewed the legislative bills that are currently being monitored by the Washington Fire Commissioners and Fire Chiefs Associations.
- A lawsuit has been filed by an environmental group over the use of fire retardant when suppressing fires. He attended a meeting to advocate for the use of fire retardant, as it would be catastrophic in fire suppression efforts.
- He attended a Strategic Advisory Team meeting.
- After reading the minutes of the Kennewick Public Hospital District's (KPHD) meeting, Commissioner Carpenter noticed they were looking into reducing County election fees for

special purpose districts. Chief Click contacted one of the KPHD board members who will inform him of their findings.

- The District submitted three grant applications through the Department of Natural Resources and were awarded one for radio communications.

Training

Captain Nicholls reported:

- Volunteer firefighter written and agility tests were administered the weekend before last. There were 20 new applicants for the District, 11 of whom passed and will move on to the interview process.
- The Fire Training Center will be busy this month with several training courses scheduled at the facility.
- The DNR communication grant that was awarded to the District will provide \$16,000 towards radio equipment.

Maintenance Department

Mechanic/Firefighter Ball reported:

- He is working on wildland apparatus service.
- The Westmark (#141) truck is operational again. North Tech Equipment Repair believes they have fixed the pump issue and it should be back in service soon.

Other

Executive Director Paden-Lilly reported that solicitation for sealed bids for Level II Apparatus Refurbishment of water tenders went out. A pre-bid meeting is scheduled for March 20 and bids are due back by April 13.

OLD BUSINESS

2023 Snure Seminar Series

Executive Director Paden-Lilly reported that the District has purchased a Department Access Pass for the March 17, Structuring Volunteer Programs webinar. The webinar may be viewed live or via a recording at any time by an unlimited number of attendees. A login will be provided in advance along with a downloadable copy of the handbook.

NEW BUSINESS

Job Related Degree

Chief Click presented information about an employee who has earned a bachelor's degree. According to Section 18.2.2 of the Collective Bargaining Agreement, an employee's transcript must be presented to the Board of Commissioners to determine whether the degree is relevant to their job. Following a discussion, Commissioner Jenkins made a motion to approve the job-related degree. Commissioner Couch seconded the motion and the motion passed.

Advanced Travel Fund

Executive Director Paden-Lilly presented Resolution No. 2023-02 which would authorize an increase in the advance travel revolving fund. To ensure sufficient funds are available for the upcoming member training, the staff is recommending an increase of the Advanced Travel Fund from \$3,700 to \$5,000. Commissioner Couch made a motion to approve Resolution No. 2023-02 authorizing an increase in the advance travel fund. Commissioner Carpenter seconded the motion and the motion passed unanimously.

PUBLIC COMMENT

There were no public comments.

EXECUTIVE SESSION

There was no executive session.

ANNOUNCEMENTS

- The District's Annual Awards Banquet is scheduled for March 11.
- The next Board of Commissioner meeting will be on March 21.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 4:30 p.m.