

BENTON COUNTY FIRE PROTECTION DISTRICT #1
BOARD OF COMMISSIONERS

Regular meeting of December 19, 2023.

CALL TO ORDER

Commissioner Jenkins called the regular meeting of the Board of Fire Commissioners of Benton County Fire District No. 1 to order in-person and via video-conference at 4:00 p.m. at 1811A S. Ely St. Kennewick, Washington. In attendance at this meeting in-person were Commissioner Carpenter, Commissioner Jenkins, Commissioner Phillips, 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

A motion was made by Commissioner Carpenter to approve the regular minutes of December 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 #2509 to #2648. The transactions totaled \$351,449.66. General Fund \$145,114.99; electronic fund transfers \$128,019.75; federal payroll tax payment \$46,087.94; retirement systems transfer \$28,203.71; WA Support Registry \$1,291.00; Fire Training Center Operations Fund \$239.90; TCRA Fund \$2,300.96 and MPD Fund \$191.41. Commissioner Phillips 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 Revenue and Expenditure Reports

The budget revenue and expenditure reports were reviewed.

Budget Amendment Resolution

The Board was presented with Resolution No. 2023-10 amending the mobilization budget line items in the following manner:

GENERAL FUND	From	To
<i>Revenue</i>		
342 21 00 01 – Fire Services, State	\$55,248	\$55,248
342 21 00 02 – Fire Service, State (Pers)	\$75,000	\$69,911
342 21 00 03 – Fire Service, State (Eqp)	\$25,000	\$68,019
342 21 00 05 – Fire Service, Federal (Pers)	\$5,000	\$0
342 21 00 06 – Fire Service, Federal (Eqp)	\$10,000	\$0
<i>Total</i>	\$170,248	\$193,178

Expenditures

522 20 10 30 – Mobilization Wages	\$95,000	\$128,000
522 20 20 30 – Mobilization Benefits	\$10,000	\$25,000
522 21 49 10 – Reimbursable Fire Suppression	\$5,000	\$5,753
<i>Total</i>	<i>\$110,000</i>	<i>\$158,753</i>

After a discussion, Commissioner Jenkins made a motion to approve Resolution 2023-10; Budget Amendment. Commissioner Phillips seconded the motion and the motion passed unanimously.

REPORTS

Fire Chief

- He attended the following meetings: Fire Defense Committee, PNWCG IMT, BCES Board, and Strategic Advisory Team.
- He and Captain Nicholls met with Kennewick Fire Department for a 4th quarter Fire Training Center discussion.
- The Collective Bargaining negotiations are progressing well, and it is hoped that they will be completed by next month.
- He attended a meeting with Washington State Fire Marshal’s Office Chief Batiste. The purpose of the meeting was to discuss options and feasibility of the Fire Marshals Office becoming a signatory of the Region 6 operating plan.

Deputy Chief

Deputy Chief LoParco reported:

- He has been working with Mobile Modular, who will provide pricing for placement of a modular administrative office.

Training

Captain Nicholls reported:

- IFSAC training for new recruits was held on December 9 with a fairly high success rate.
- He attended a Tri-County Coordinating Group meeting to discuss NWCG Incident Qualification Cards and review task books.

Labor

Union President Bibe reported that negotiations are going well. The team will meet again on January 5, 2024.

Maintenance

Mechanic/Firefighter Ball reported that he has finished water tender service, and he has picked up the red Westmark truck from Pasco and the pump is operational and working properly.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Resolution 2023-9; Set 2024 Board Meeting Dates

Resolution No. 2023-9 was presented to the Board. This resolution sets the 2024 Board of Commissioner meeting dates for the Regular Meetings to be held at 4:00 pm at a meeting location to be determined. The 2024 Regular Board Meeting dates are as follows:

Tuesday, January 2, 2024	Tuesday, May 7, 2024	Tuesday, September 3, 2024
Tuesday, January 16, 2024	Tuesday, May 21, 2024	Tuesday, September 17, 2024
Tuesday, February 6, 2024	Tuesday, June 4, 2024	Tuesday, October 1, 2024
Tuesday, February 20, 2024	Tuesday, June 18, 2024	Tuesday, October 15, 2024
Tuesday, March 5, 2024	Wednesday, July 2, 2024	Tuesday, November 5, 2024
Tuesday, March 19, 2024	Tuesday, July 16, 2024	Tuesday, November 19, 2024
Tuesday, April 2, 2024	Tuesday, August 6, 2024	Tuesday, December 3, 2024
Tuesday, April 16, 2024	Tuesday, August 20, 2024	Tuesday, December 17, 2024

Commissioner Carpenter made a motion to sign Resolution 2023-9. Commissioner Phillips seconded the motion and the motion passed.

Elect 2024 Board Chairperson

The Board agreed that Commissioner Carpenter would be the Chairperson in 2024, and Commissioner Jenkins Vice-Chair.

2024 Committee Assignments

- Special Operations Board – Commissioner Phillips
- EMS Council – Commissioner Carpenter
- Safety and Health Committee – Commissioner Jenkins
- Board of Trustees – Commissioner Carpenter

Command/Staff Vehicles

The Apparatus Replacement Schedule was reviewed, specifically the mileage of the Command/Staff Vehicles. Rather than selling one of the higher-mileage vehicles, Commissioner Carpenter suggests keeping one of them to use for out-of-town classes so that command vehicles don't incur excessive mileage.

ICS-402 NIMS Overview for Senior Officials

The WFCA sent a flyer about ICS-402, NIMS Overview for Senior Officials. On January 11, a course will be held in Union Gap to familiarize senior officials with their roles in supporting incident management within the National Incident Management System (NIMS). Deputy Chief LoParco will check his calendar to see if he can attend, and Commissioner Carpenter is interested in attending if he can ride with someone.

PUBLIC COMMENT

No comments were received from the public.

EXECUTIVE SESSION

Commissioner Jenkins called a 10-minute executive session at 4:57 p.m. per RCW 42.30.110 (1) (i) to discuss with legal counsel matters relating to current or potential litigation. The Executive Session was continued at 5:07 p.m. for an additional 5 minutes. The meeting was called back to order at 5:12 p.m.

ANNOUNCEMENTS

The next Board of Commissioner meeting will be on Tuesday, January 2 at 4:00 p.m.

ADJOURNMENT

With no further business to come before the Board the meeting was adjourned at 5:13 p.m.

Approved by:

Submitted by:

David M. Jenkins, Board Chair

Lonnie E. Click, District Secretary