

**WEST BENTON REGIONAL FIRE AUTHORITY
SPECIAL GOVERNANCE BOARD MEETING
SATURDAY MARCH 18th, 2017
07:00 HOURS
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Boyle called the West Benton Regional Fire Authority Meeting to order at 7:00 a.m. and led the Board in a flag salute.

ROLL CALL

Chief Merritt conducted a roll call for attendees. Chairman Jay Boyle and Board Members Max Benitz, Randy Fox, Richard Clizbe and David Moon were present. Captain Seth Johnson was present. Robert Merritt from mHc was present. Cory Heron was present to take minutes.

DISCUSSION ITEMS

Chairman Boyle ran through the WBRFA mission statement and the WBRFA vision statement.

The Board went through and discussed progress on Strategic Initiatives #1 through #5.

#1 Enhance Emergency Response Staffing – volunteers are being asked to provide input in to remodeling the station space for a possible sleeper program. Some aspects of the renovation are going out to bid.

#2 Concerns expanding WBRFA boundaries/obtaining contracts for service. Board Member Benitz has met with Dave Minick and plans to have a petition to the county by August 1st, 2017.

#3 Solidifying Capital Projects – Board Member Moon and Chairman Boyle are looking at various options with Staff.

#4 Fleet Upgrade Plan and Financing – Board Member Clizbe would like Staff and the Board to consider refurbished numbers, bids from other districts and possible grants when looking at this Initiative.

#5 Continuity of Services – Board Member Moon will work with Staff and mHc to develop this initiative.

The Board took a five-minute recess from 8:08 a.m.-8:12 a.m.

Chairman Boyle asked the Board to consider how best to address the long-term arrangement with mHc Consulting. It is fair to all parties involved to clearly define the costs and timeline for each of the six major tasks outlined.

Board Member Benitz emphasized the role of the Chief in preparation of the 2017 Budget information. There was discussion on the scope of consulting needed to prepare quarterly reports and prepare a report for the public. Board Member Clizbe wondered if Gary Heslop might be able to assist with this item.

The Deployment Plan is the final requirement of the WBRFA Plan. This plan will outline who WBRFA is and what services and levels of these services they will provide. This document could be upwards of 40 pages in length. There was discussion of using plans from other districts as a template and plugging in our own information. There was also interest in having Staff gather the details and then pass off the information to mHc to put together.

The Board was in consensus to have mHc obtain a layered GIS map for the price quoted from Yakima.

There was also agreement to have Robert Merritt complete the ILA with the City for Fire Prevention Services within the recently approved extension time period.

The Board suggested having mHc and Staff determine what scope would be beyond the abilities/capacity of the Staff to complete for each remaining item. The Staff will consider the limitations of their resources and capacity in time for the April 4th meeting.

GOVERNING BOARD COMMENTS

Board Member Benitz thought it was a good workshop, providing a good idea of where the Board is at and where they are going.

Board Member Clizbe offered to volunteer with the upstairs project.

Board Member Fox voiced appreciation to the Staff for their efforts in sharing their expertise.

Chief Merritt thanked everyone for participating in the workshop and Board Member Fox for his consistent recognition.

Chairman Boyle wrapped up by thanking Staff, the Board, and mHc for participating and emphasized the importance of showing progress to help retain volunteers.

NEXT SCHEDULED MEETING AND ADJOURNMENT

The next scheduled meeting for the West Benton Regional Fire Authority Governance Board will be Tuesday March 21st, 2017 at 6:00 p.m.

The West Benton Regional Fire Authority Governance Board Meeting was adjourned at 9:21 a.m.

JAY BOYLE, CHAIRMAN

DOUGLAS N. MERRITT, ADMINISTRATOR