

**WEST BENTON REGIONAL FIRE AUTHORITY
REGULAR GOVERNANCE BOARD MEETING
TUESDAY AUGUST 1st, 2017
18:00 HOURS
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Moon called the West Benton Regional Fire Authority Meeting to order at 6:00 p.m. and led the Board in a flag salute.

ROLL CALL

Interim Fire Chief Seth Johnson conducted a roll call for attendees. Chairman Moon and Board members Max Benitz, Wendy Fogelson, Randy Fox, and Richard Clizbe were present. Lieutenant Brandon Fogelson present. Cory Heron was present to take minutes.

AGENDA APPROVAL

The Board reviewed the agenda. Board member Fox made a motion to approve the agenda as presented. Board member Clizbe seconded, there were none opposed and the motion passed.

PUBLIC COMMENTS

There were no comments from the public.

PREVIOUS MEETING MINUTES

Board member Clizbe made a motion to approve the Regular Board Meeting minutes from 7/18/2017. Board member Fox seconded, there were none opposed and the motion carried.

WBRFA BVFF TRUSTEE MEETING

There were no items for the Board of Volunteer Firefighters Trustees to discuss.

REPORTS

Chairman Moon asked if Commissioners planned to participate in the Tri-County Fire Commissioners Meeting and Presentations to be held Sat. Aug. 12th at Station 420 in West Richland.

Interim Chief Johnson reported that a few small items have been listed on the surplus website, and presented a financial report that the Board may review for discussion at the

next meeting. Board members may direct questions to Chairman Moon prior to the meeting.

An EMS report was presented for all EMS calls that result in the pager going off. WBRFA responds to roughly 35% of all EMS calls in Prosser. There will be an opportunity to re-draw the line where WBRFA responds to EMS calls when SECOMM simplifies their codes in the near future. Chairman Moon indicated this issue would be re-evaluated when the department is fully staffed.

Board member Fogelson asked about the potential overtime savings and was informed that much of the overtime costs being incurred are a result of not having a third, exempt, duty position in the department. The Chief did not receive overtime for going on calls after hours.

Heidi Ellerd is now the official legal counsel for WBRFA, and Brian Snure has been notified.

ENDURIS has been given information to prepare two different quotes, with these numbers being expected back mid-September.

Captain Dormaier reported being busy with 4 new recruits, and the possibility of obtaining a props trailer from the recent Atlas incident.

FINANCIAL BUSINESS

The Board reviewed regular and payroll vouchers 2017-491 through 2017-506 and 2017-507 through 2017-509. Board member Fox made a motion to approve the vouchers 2017-491 through 2017-509 in the amount of \$31,112.17 Board member Benitz seconded, there were none opposed and the motion passed.

DISCUSSION ITEMS

The Board once again considered the administrator/secretary position that has now also been approved by legal counsel. A final pay package and advertising will be put together together after reviewing budget information for this position, while considering the financial commitment required for the leadership position that is also needed. Board member Benitz reiterated a request to expedite this process to get support for Staff. It was suggested having this individual trained up should facilitate the pending budgetary process and alleviate consultant costs. There was considerable discussion about the need to address the Chief vacancy and this support position with few meetings and other large tasks pending.

The upstairs renovation project is still on hold pending additional financial information. The floor plan has been prepared and should be ready to go. Chairman Moon would like the Board to have an opportunity to review the plan.

Board member Clizbe is still considering hiring options for replacing the Chief. There should be information on this available at the next meeting.

Board member Benitz indicated the first 2018 budget discussions should take place at the first meeting in September.

The review of union contracts is scheduled for Oct. 3rd, 2017. Kevin Wesley is willing to work with the Chairman on behalf of the Governing Board.

GOVERNING BOARD FINAL COMMENTS

The Board discussed finishing the Deployment Plan and Standards of Coverage. It was decided to complete these items with new staff in place to assist with their direction and time commitment.

NEXT SCHEDULED MEETING AND ADJOURNMENT

The next scheduled meeting for the West Benton Regional Fire Authority Governance Board will be Tuesday August 15th, 2017 at 6:00 p.m.

The West Benton Regional Fire Authority Governance Board Meeting was adjourned at 7:08 p.m.

DAVID MOON, CHAIRMAN

SETH JOHNSON, INTERIM FIRE CHIEF