

**WEST BENTON REGIONAL FIRE AUTHORITY
REGULAR GOVERNANCE BOARD MEETING
TUESDAY OCTOBER 17th, 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 Wendy Fogelson, Randy Fox, and Richard Clizbe were present. Board member Max Benitz had an excused absence. Captain Todd Dormaier was present. Lieutenant Keith Johnson was 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

The Board reviewed previous meeting minutes from 10/3/17 and 10/10/17. Captain Dormaier requested a change on the 10/3/17 minutes to clarify that it is the *collaboration* with District 2's swiftwater training that is pending, not District 2's swiftwater training. Board member Fox made a motion to approve both sets of minutes with the edit mentioned. Board member Fogelson 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 reported that legal counsel was still working on the social media policy draft.

Staff reminded Board members of the Public Hearing on the 2018 Budget to be held immediately prior to the Nov. 7th Regular Board Meeting.

Interim Fire Chief Johnson distributed a draft ILA with the City that broadly outlines fire inspection responsibilities. Essentially there will be no change from the current arrangement with the City taking responsibility for the inspections while welcoming input from WBRFA. There were some concerns about being held to the response times and

equipment listed and there was a consensus to have legal counsel consider the document prior to finalizing.

Captain Dormaier reported that the strike team efforts were successful, and presented a check from a grant WBRFA was nominated for by citizen Brian Beaver. The funds will be used for the lifejacket project and/or to continue the smoke detector program so generously funded initially by Cook's Ace Hardware.

Captain Dormaier also reported our four candidates in recruit academy are still doing well.

FINANCIAL BUSINESS

A financial report will be available at the next meeting.

The Board reviewed vouchers 2017-643 through 2017-674. Board member Clizbe made a motion to approve vouchers 2017-643 through 2017-674 presented in the amount of \$19,704.67. Board member Fox seconded, there were none opposed, and the motion passed.

FOLLOW-UP ITEMS

Collective Bargaining will be re-scheduled as a result of staffing changes and scheduling challenges.

DISCUSSION ITEMS

The Board discussed possibly redistributing a portion of Volunteer payroll line item in the budget to a separate volunteer benefits line item that would substantially increase the long-term disability coverage for volunteers. Chairman Moon and Board members Fox and Clizbe felt this may be a better investment than the LifeFlight coverage. Captain Dormaier pointed out the potential value of the LifeFlight coverage for recruiting. The Board will email their intent to Interim Fire Chief Johnson.

The Board discussed progress on the Administrator/Secretary search. Interim Fire Chief Johnson and Captain Dormaier processed the 61 applications and have already interviewed 4 of the top candidates, with 4 more before the end of the week. Board members hope to arrange a casual 'meet-and-greet' with the top candidates. Staff was looking for direction on terms of employment for an offer letter. There was further discussion on pay, benefits and handbook. There was consensus that the position should be exempt (not eligible for over-time), and benefits might cap at \$1200/month. The issue of 4% deferred compensation in the absence of 6.2% social security charge (and accrual) was discussed.

The Board considered proposals for terms of employment for the Fire Chief. The discussion included the advantages and disadvantages of having a contract in place for this position. The simplicity of at-will arrangements was mentioned as well as the protection a contract might provide with changes in Governing Boards. A draft contract proposal prepared by Interim Fire Chief Johnson was distributed to the Board for consideration.

There was some discrepancy between parties on starting salary given experience and job responsibility. The risk of tying compensation goals to objectives that may be influenced by adjustments in Board/community priorities was acknowledged.

There was consensus that annual reviews would determine pay increase eligibility.

The Board will revisit the contract discussion and obtain input from Board member Benitz. The contract will ideally be run by legal counsel prior to the Nov. 7th meeting.

ACTION ITEMS

The Board reviewed the included documents regarding changing insurance providers. Board member Clizbe made a motion to approve Resolution 2017-0002-A authorizing membership with Enduris. Board member Fogelson seconded, there were none opposed, and the motion carried.

GOVERNING BOARD FINAL COMMENTS

Captain Dormaier asked about the workflow board in the meeting room. It was determined that it could be cleared off for the time being.

NEXT SCHEDULED MEETING AND ADJOURNMENT

The next scheduled regular meeting for the West Benton Regional Fire Authority Governance Board will be Tuesday November 7th, 2017 at 5:40 p.m. to accommodate a public hearing for the 2018 Budget.

The West Benton Regional Fire Authority Governance Board Meeting was adjourned at 8:18 p.m.

DAVID MOON, CHAIRMAN

SETH JOHNSON, INTERIM FIRE CHIEF