

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY DECEMBER 19TH, 2017
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Moon called the December 19th, 2017 West Benton Regional Fire Authority regular meeting to order at 6:00 p.m. and led participants in a flag salute.

ROLL CALL

Administrator Jessica Trevino conducted a roll call for attendees. Chairman David Moon and Commissioners Max Benitz, Wendy Fogelson, Randy Fox, and Richard Clizbe were present. Fire Chief Seth Johnson, Captain Todd Dormaier, Lieutenant Keith Johnson, Lieutenant Brandon Fogelson, and Lieutenant Scott Friend were also in attendance. Recording secretary and administrator, Jessica Trevino, was also present.

AGENDA APPROVAL

The board reviewed the agenda. Commissioner Clizbe moved to approve the agenda as presented. Commissioner Fox seconded the motion. The motion carried.

APPROVAL OF MINUTES

Commissioner Benitz moved to approve the December 5, 2017 meeting minutes. Commissioner Fogelson seconded the motion. The motion carried.

PUBLIC COMMENTS

There were no comments from the public.

OLD BUSINESS

NEW BUSINESS

GOVERNING BOARD REPORTS

There were no comments.

STAFF REPORTS

Chief Johnson updated the board that the Commissioner's old email accounts were migrated over to Office 365. Chief Johnson also updated the board that he is creating operation policies. He will be producing them for the board to review in packets of ten and will also allow the board a first reading prior to adoption. Chief Johnson updated the board on two recent structure fires and applauded the department on the quick response. Lastly, Chief Johnson updated the board that he is still trying to reach a date with all parties on the Union negotiation.

Captain Dormaier reported that four recruits recently graduated and that one has already gone on a fire call. He also stated that he has installed the MDTs into two vehicles and has started to utilize them.

VOUCHER APPROVAL

Vouchers were audited and certified by the Auditing Officer as required by RCW 42.24.080, those expense reimbursement claims certified as required by RCW 42.24.090, and have been recorded on a listing which has been made available to the West Benton Regional Fire Authority

Commissioner Fox moved to approve voucher #2017-785 through 2017-816 in the amount of \$28,041.36. Commissioner Clizbe seconded the motion. The motion carried.

RESOLUTIONS

Commissioner Clizbe moved to approve Resolution 2017-9 designating legal counsel for West Benton Fire Authority. Commissioner Fogelson seconded the motion. The motion carried.

Commissioner Fogelson moved to approve Resolution 2017-10 establishing West Benton Rescue Fire Authority's regular governing board meeting date, time, and place for 2018. Commissioner Fox seconded the motion. The motion carried.

Commissioner Fox moved to approve Resolution 2017-11 appointing West Benton Regional Fire Authority a records retention officer. Commissioner Fogelson seconded the motion. The motion carried.

Commissioner Fogelson moved to approve Resolution 2017-12 appointing West Benton Regional Fire Authority a district secretary. Commissioner Fox seconded the motion. The motion carried.

EXECUTIVE SESSION

Possible executive session, pursuant to RCW 42.30.110(1)(g) ("To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee"). This session will begin at 6:24pm, and will be concluded at 6:34pm with no action to follow.

FINAL COMMENTS

None

ADJOURNMENT

With no further business, Chairman Moon adjourned the meeting at 6:39pm.

DAVID MOON, CHAIRMAN

JESSICA TREVINO, ADMINISTRATOR