

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY FEBRUARY 6, 2018
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Clizbe called the February 6, 2018 West Benton Regional Fire Authority regular meeting to order at 6:00 p.m. and led participants in the Pledge of Allegiance.

ROLL CALL

Present: Chairman Richard Clizbe and Commissioners Max Benitz, Randy Fox, and David Moon

Others in attendance: Fire Chief Seth Johnson, Captain Todd Dormaier, Attorney Kevin Wesley (The Wesley Group), and Recording Secretary Jessica Trevino.

Excused Absent: Commissioner Wendy Fogelson

AGENDA APPROVAL

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

APPROVAL OF MINUTES

Commissioner Benitz moved to approve the January 16, 2018 meeting minutes. Commissioner Moon seconded the motion. The motion carried.

PUBLIC COMMENTS

There were no comments from the public.

OLD BUSINESS

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 6:02pm and will be concluded at 6:17pm.

The board reconvened for open session at 6:17pm.

Commissioner Fox moved to approve the WBRFA Fire Fighters IAFF Local 1052's contract extension, as presented, for 2018. Commissioner Benitz seconded the motion. The motion carried.

POLICIES

Commissioner Fox moved to approve the West Benton Fire Rescue nondiscrimination policy. Commissioner Benitz seconded the motion. The motion carried.

Commissioner Fox moved to approve the West Benton Fire Rescue employment of a handicapped person policy. Commissioner Moon seconded the motion. The motion carried.

Commissioner Fox moved to approve the West Benton Fire Rescue sexual harassment policy. Commissioner Benitz seconded the motion. The motion carried.

Commissioner Fox moved to approve the West Benton Fire Rescue sexual harassment procedure policy. Commissioner Moon seconded the motion. The motion carried.

Commissioner Fox moved to approve the West Benton Fire Rescue affirmative action policy. Commissioner Benitz seconded the motion. The motion carried.

Commissioner Fox moved to approve the West Benton Fire Rescue whistleblower policy. Commissioner Moon seconded the motion. The motion carried.

Commissioner Fox moved to approve the West Benton Fire Rescue organization of staff policy. Commissioner Benitz seconded the motion. The motion carried.

Commissioner Fox moved to approve the West Benton Fire Rescue organizational chart. Commissioner Moon seconded the motion. The motion carried.

Commissioner Fox moved to approve the West Benton Fire Rescue recruitment of staff policy. Commissioner Benitz seconded the motion. The motion carried.

Commissioner Fox moved to approve the West Benton Fire Rescue career qualification policy. Commissioner Moon seconded the motion. The motion carried.

NEW BUSINESS

GOVERNING BOARD REPORTS

Commissioner Moon reported to the board that the Tri-County Commissioner meeting will be held on Saturday February 10, 2018 at 9am.

STAFF REPORTS

Chief Johnson informed the board that Brandon Bowden was offered the Training Captain's position and that his first day will be on February 20th.

Station 320 was graffitied on February 5th. Security cameras will be purchased and mounted on the building.

Captain Dormaier reported on recruitment needs and the need for additional recruits.

Secretary Trevino updated the board on her notary certificate, transferring information to the BIAS financial system, and making sure that all Commissioners have completed their Open Public Meetings Act training. She also handed out three website proposals for the Commissioners to review.

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 #2018-062 through 2018-095 in the amount of \$17,150.06. Commissioner Benitz seconded the motion. The motion carried.

Commissioner Fox moved to approve voucher #2018-096 through 2018-057 in the amount of \$12,917.08. Commissioner Benitz seconded the motion. The motion carried.

POLICIES

The commissioners were presented the first reading of the policies for employment of staff, employment contracts, legal status and operation, eligibility and terms of office, elections, commissioner vacancy, board vacancies, oath of office, annual organizational meeting, and governance board chairman policies.

WORKSHOP

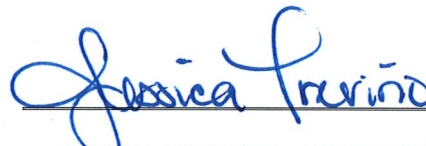
The Commissioners scheduled a work session for February 17, 2018 from 8am-12pm

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 7:29pm.



RICHARD CLIZBE, CHAIRMAN



JESSICA TREVINO, ADMINISTRATOR