

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY OCTOBER 2, 2018
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Clizbe called the October 2, 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: Commissioners Richard Clizbe, Max Benitz, Randy Fox, and David Moon

Others in attendance: Fire Chief Seth Johnson, Lieutenant Friend and Recording Secretary Jessica Trevino.

Call in: Commissioner Wendy Fogelson

AGENDA APPROVAL

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

APPROVAL OF MINUTES

Commissioner Benitz moved to approve the September 18, 2018 regular meeting minutes. Commissioner Moon seconded the motion. The motion carried.

PUBLIC COMMENTS

There were no comments from the public.

PUBLIC MEETING

West Benton Regional Fire Authority of Prosser, Washington, intends on applying for funding assistance to Rural Development (RD), a division of the United States Department of Agriculture (USDA.) The application is for an RD loan which will be used to finance the purchase of a fire truck and equipment.

OLD BUSINESS

DISCUSSION ITEMS

Chief Johnson provided a new projected budget using 2019s preliminary assessed values.

BUDGET

Chief Johnson provided the board with the 'financial blueprints' that were established in the 2016 West Benton Regional Fire Authority strategic plan. Chief Johnson explained that six (6) financial accounts had been recommended in the strategic plan and that it would take a resolution to establish those accounts. It was decided that a resolution would be presented at the next regularly scheduled WBFR meeting.

NEW BUSINESS

GOVERNING BOARD REPORTS

Commissioner Fogelson and Commissioner Moon briefly spoke on the current union negotiations and spoke favorably that contracts should be completed shortly.

STAFF REPORTS

Chief Johnson informed the board that he presented at Prosser's City Council and attended Grandview's City Council meetings. Chief Johnson has determined applicable grants and programs for the department. He is looking further into the Benton County radio system and other solutions for WBFR. Lastly, Chief

Johnson asked the board how he should be reimbursed for State Mobilizations. After much conversation, the topic was tabled until next meeting. In the meantime, paperwork will be completed and submitted to Washington State for the time he spent on a recent mobilization.

Administrator Trevino updated the board that West Benton Fire Rescue had received a \$95,000 check for the sale of the Rescue Truck to the City of Pasco. Funds for OSPI (Prosser School District) and the Wagon Wheel fire have been deposited. Administrator Trevino also gave an update on the firefighter's association biscuit and gravy fundraiser. Lastly, Administrator Trevino let the board know that West Benton Fire Rescue was awarded an \$8,000 grant from Washington State Archives.

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 payroll voucher #181001001 through #181001025 in the amount of \$51,934.67 Commissioner Benitz seconded the motion. The motion carried.

BUDGET REPORT

Administrator Trevino provided the board with an update of the budget using the BIAS system.

EVALUATIONS

The Commissioners discussed employee evaluations. Chief Johnson has already created the evaluations and will be sending them out to each Commissioner later this week. Once the Commissioners review the evaluations they will be in further discussion with Chairman Clizbe about how to complete the evaluation.

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 7:16pm


RICHARD CLIZBE, CHAIRMAN


JESSICA TREVINO, ADMINISTRATOR