

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY DECEMBER 3, 2019
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Moon called the December 3, 2019 West Benton Regional Fire Authority regular meeting to order at 6:00pm and led participants in the Pledge of Allegiance.

ROLL CALL

Present: Commissioners David Moon, Richard Clizbe, Randy Fox, and Shane Williams

Others in attendance: Fire Chief Seth Johnson and District Secretary/Administrator Jessica Trevino.

Absent: Roy 'Dewey' Holliday

AGENDA APPROVAL

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

APPROVAL OF MINUTES

Commissioner Fox moved to approve the November 19, 2019 regular meeting minutes. Commissioner Williams seconded the motion. The motion carried.

PUBLIC COMMENTS

There were no comments from the public.

OLD BUSINESS

RESIDENT COORDINATOR

A discussion about hiring a lieutenant ensued but after further discussions about responsibilities, open negotiations, and the strategic plan it was decided that a resident coordinator would be hired to fulfill the responsibility. Commissioner Williams moved to proceed with the hiring of the resident coordinator position. Commissioner Clizbe seconded the motion. The motion carried.

NEW BUSINESS

GOVERNING BOARD REPORTS

Commissioner Williams and Commissioner Clizbe attended the Tri-County Commissioner meeting and provided the board with an update of neighboring departments. They also informed the board that the May 9th Tri-County meeting would be hosted by West Benton Fire Rescue and the meeting would be held at station 310.

STAFF REPORTS

Chief Johnson updated the board with his coordinating plans with Prosser Memorial administration. Chief Johnson also spoke to the board about a meeting that he is attending with Chief Anderson (Sunnyside), Chief Cussins (Mabton), and Chief Mason (Grandview.) The board commended Chief for keeping communication open with the local fire departments, even the ones in different Counties. Fire Chief Johnson also gave the board an update on the 'Local Program,' Union meeting, HVAC System, and the construction meeting. Administrator Trevino reported to the board additional information on the 'Local Program', the 2016, 2017, & 2018 accountability audit, and the 2017 4th quarter taxes that were not completed.

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 #1912001001 through #191201067 in the amount of \$90,500.26 Commissioner Williams seconded the motion. The motion carried.

RESOLUTION

Commissioner Williams moved to approve Resolution 2019-13 cancelling unclaimed warrants. Commissioner Clizbe seconded the motion. The motion carried.

EXECUTIVE SESSION

Possible executive session, pursuant to RCW 42.30.140(4)(a) (“Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement”). This session will begin at 6:57pm and concluded at 7:35pm.

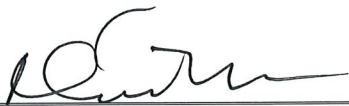
Commissioner Williams moved to approve continuing discussions about WBFR’s employment plan with the Union. Commissioner Fox seconded the motion. The motion carried with Commissioners, Williams and Fox voting in favor, and Commissioner Clizbe voting against.

PUBLIC EMPLOYEES SALARIES

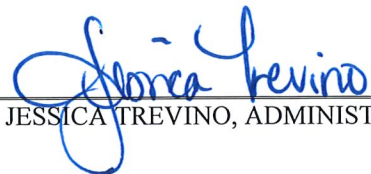
After presenting employee reviews the board negotiated pay raises with Fire Chief Johnson and Administrator Trevino. Both employees were asked to provide MOUs at the next meeting for approval.

ADJOURNMENT

With no further business, Chairman Moon adjourned the meeting at 8:35pm



DAVID MOON, CHAIRMAN



JESSICA TREVINO, ADMINISTRATOR