

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY JANUARY 21, 2020
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Clizbe called the January 21, 2020 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, Shane Williams, and Dewey Holliday
Others in attendance: Fire Chief Seth Johnson and District Secretary Jessica Trevino.

PUBLIC COMMENTS

There were no comments from the public.

CONSENT AGENDA

Commissioner Fox moved to approve the consent agenda. Commissioner Holliday seconded the motion. The motion carried.

1. Agenda Approval – January 21st regular board meeting
2. Approval of Minutes – January 7, 2019 – Regular Meeting Minutes
3. Voucher Approval #200103001 thru #200103021 in the amount of \$25,853.66

OLD BUSINESS

POLICY

Commissioner Williams moved to approve policy 2408 Employee Compensation and 2408a Direct Deposit policy and enrollment form. Commissioner Fox seconded the motion. The motion carried.

NEW BUSINESS

GOVERNING BOARD REPORTS

Commissioner educational meetings were discussed. It was agreed upon that each Commissioner would attend one educational meeting. Should there be additional money after each Commissioner attends an opportunity then additional trainings would be looked into.

The Commissioners also discussed the flow of paperwork. Financial Reports will be provided to the Commissioners in both PDF and Excel format.

STAFF REPORTS

Fire Chief Johnson updated the board that the final 2020 levy calculations are in. Chief Johnson also reported where WBFR is on the L&I Appeal and that he will have another conference call soon. He also reported that Chervenell Construction has been awarded the construction project. The contract has been signed by WBFR and we are waiting for a signed contract back and an official start date. Chief Johnson also reported that Cascade Fire & Safety will be bringing down several demo trucks for WBFR to look at. Chief Johnson will be attending the January 28th City Council meeting to give a quarterly update to the City. Lastly, the Fire Chief provided the board with information about the Heart Safe Project which is a community event where citizen practice CPR but only with chest compressions, no breaths.

Administrator Trevino reported that she was working on Quarterlies, Year End, W2s and closing the 2019 budget.

POLICY

Fire Chief Johnson briefly discussed Policy 2408 and 2408a (2nd Reading.)

Commissioner Williams moved to approve Policy 2408 Employee Compensation and 2408a Direct Deposit Policy and Enrollment Form. Commissioner Fox seconded the motion. The motion carried.

EXECUTIVE SESSION

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 6:35pm and will be concluded at 7:00pm”

There was no action taken.

GOOD OF THE ORDER

- FYI – Remember to file your PDC by April 15, 2020
- Tri County Commissioner Meeting – Feb 8th at 9am – Benton #2

ADJOURNMENT

With no further business, Chairman Moon adjourned the meeting at 7:05pm


RICHARD CLIZBE, CHAIRMAN


JESSICA TREVINO, ADMINISTRATOR