

**WEST BENTON REGIONAL FIRE AUTHORITY  
TUESDAY AUGUST 4, 2020  
WBRFA HEADQUARTERS STATION 310**

**CALL TO ORDER AND FLAG SALUTE**

Chairman Clizbe called the August 4, 2020 West Benton Regional Fire Authority regular meeting to order at 6:01pm but did not lead participants in the Pledge of Allegiance due to the meeting being held remotely.

**ROLL CALL** *All Commissioners attended this meeting remotely due to the COVID-19 Virus.*

**Present:** Commissioners Richard Clizbe, Randy Fox, and Shane Williams

**Others in attendance:** Fire Chief Seth Johnson, Captain Scott Friend and District Secretary Jessica Trevino.

**Absent:** Dewey Holliday

**PUBLIC COMMENTS**

There were no comments from the public.

**CONSENT AGENDA**

1. **Agenda Approval** – August 4, 2020 regular board meeting
2. **Approval of Minutes** – July 21, 2020 – regular meeting minutes
3. **Voucher Approval** – Seasonal Payroll preapproval resolution 2020-11
4. **Voucher Approval** – #200801001 thru #200801039 in the amount of \$198,894.71

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

**NEW BUSINESS**

**GOVERNING BOARD REPORT**

Commissioner Williams will be moving but his new home will keep him in the same district and is within City limits.

**STAFF REPORTS**

Fire Chief Johnson reported on a COVID exposure that could have affected WBFR but that personnel member is back in the office without incident. No updates on AFG grant or the Safer grant. However, Fire Chief Johnson mentioned that five grants have been issued throughout the State. While Fire Chief Johnson was on vacation, 1 resident resigned. There was a phishing scam that hit an email account within the department and now WBFR is looking into virus protection. Radios that the Commissioners have previously approved are here. They are not installed but are getting programmed and will be installed by the end of this month. WBFR had a residential structure fire on Lillian St. WBFR had a 2 min turn out time and the fire was out within 37mins. Fire Chief Johnson commended the resident program and is happy to be improving WBFRs response time. Lastly, Fire Chief Johnson reported on an annexation that will be presented at the next Commissioner meeting.

Administrator Trevino updated the board that she is pregnant and has presented a plan to another departments secretary for when she goes on maternity leave. She is also typing out step by step directions to hopefully ease any transitions during her time off. Administrator Trevino also updated the board that the Open Public Meetings Act has been extended until September 1<sup>st</sup>.

**ADJOURNMENT**

With no further business, Chairman Clizbe adjourned the meeting at 6:20pm

  
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RICHARD CLIZBE, CHAIRMAN

  
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JESSICA TREVINO, ADMINISTRATOR