

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY NOVEMBER 17, 2020
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Clizbe called the November 17, 2020 West Benton Regional Fire Authority regular meeting to order at 6:08pm 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, David Moon, Randy Fox, and Dewey Holliday

Others in attendance: Fire Chief Seth Johnson, Captain Scott Friend, Contract Administrator Slita Bradley and District Secretary Jessica Trevino.

Absent: Commissioner Shane Williams

PUBLIC COMMENTS

There were no comments from the public.

CONSENT AGENDA

1. **Agenda Approval** – November 17, 2020 regular board meeting
2. **Approval of Minutes** – November 3, 2020 – regular meeting minutes
3. **Voucher Approval** – #201102001 thru #201102016 in the amount of \$7,939.26
4. **Budget Update** – October 2020

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

2021 BUDGET

Fire Chief Johnson presented the 2021 budget and a discussion ensued. After a couple of short questions, Commissioner Holliday moved to approve the 2021 budget as presented. Commissioner Moon seconded the motion. The motion carried.

OLD BUSINESS

TRUCK PURCHASES

Chief Johnson reported on the Local Program and the Type 1 Engines that are proposed to be purchased. Chief Johnson recently discovered that engines can be held in reserve to help with the protection class rating. He is working with the Chief's from both the City of Sunnyside and the City of Grandview to mutually share these reserve fire trucks. With utilizing reserve fire trucks, Chief Johnson believes that there will be a significant cost savings.

POLICIES

2nd Reading of Cooperative Purchasing policy

Commissioner Fox moved to approve the Cooperative Purchasing policy. Commissioner Moon seconded the motion. The motion carried.

2nd Reading for EMAC requests policy

After some discussion, it was decided that the EMAC request policy be brought back next meeting.

NEW BUSINESS

STAFF REPORTS

Administrator Trevino updated the board on adding Slita Bradley (contract administrator) on all County documents and KeyBank documents so business can continue as usual while she is on maternity leave. Administrator Trevino also added the BIAS accounting software to Ms. Bradley's laptop and updated BIAS on the transition.

Fire Chief Johnson reported that dispatch is utilizing a new computer voice that will replace the live dispatcher voice on the dispatch frequency. Chief Johnson reported on COVID and that the proclamation has been extended until December 7th. Captain Bowden has everyone take their temperature prior to coming into the building now that small trainings are available.

Captain Friend reported that he hopes to have the resident position filled in the next couple of weeks.

EVALUATIONS

Possible executive session, pursuant to RCW 42.30.110(1)(g) ("To review the performance of a public employee"). This session will begin at 6:45pm and will be concluded at 7:55pm."

No action was taken.

GOOD OF THE ORDER

The Tri County November 21st meeting that was going to be held at BCFPD #4 was cancelled due to Covid and proclamation restrictions.

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 7:58pm


RICHARD CLIZBE, CHAIRMAN


JESSICA TREVINO, ADMINISTRATOR