

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY OCTOBER 20, 2020
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Clizbe called the October 20, 2020 West Benton Regional Fire Authority regular meeting to order at 6:00pm 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, Dewey Holliday, David Moon, and Shane Williams

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

PUBLIC COMMENTS

There were no comments from the public.

CONSENT AGENDA

1. **Agenda Approval** – October 20, 2020 regular board meeting
2. **Approval of Minutes** – October 6, 2020 – regular meeting minutes
4. **Voucher Approval** – #201002001 thru #201002023 in the amount of \$20,084.94
5. **September Budget Update**

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

OLD BUSINESS

TRUCK PURCHASES

The local program information has been submitted and is continuing. Local vendors have been contacting the department and staff has been looking further into possible truck purchases.

2021 BUDGET

Chief Johnson would like to continue the budget until the next meeting so WBRFA can receive final numbers from the county. Chief Johnson supplied the board with a budget memo update for future purchases, vehicle updates, and projects for 2021. Chief Johnson explained that over the last year we have been able to make some of these purchases with cash-on-hand, equating to nearly \$150,000 of capitol purchases we can remove from the list.

EVALUATIONS

Commissioner Clizbe reminded the board that evaluations are due October 31. Evaluations will be held at the next Commissioner meeting happen November 3 in an executive session.

RESOLUTION 2020-11

Commissioner Clizbe presented Resolution 2020-11. It was decided by the board that the resolution be changed to state that the Chair and Vice-Chair would be the Commissioners able to sign the voucher sheet. The board asked that these changes be made and the resolution be brought back to the next meeting to finalize this resolution and make it permanent.

NEW BUSINESS

STAFF REPORTS

Chief Johnson presented to the board that a Swift Water Rescue meeting was held and clarified to help with dispatching and clarifying. At that meeting dispatch fees were discussed where agencies with higher call volume would pay more vs a sharing process. WBFR recent annexation will be presented to the Benton County Board of Commissioners for approval. The County ensures that WBFR is compliant with the annexation. Chief Johnson met with a private fire investigator to discuss the Shadow Lake Fire to determine cause of fire. The rail that was destroyed during the fire had a large economic impact to the area and several local economies were affected Chief Johnson toured the new Prosser High School.

Administrator Trevino updated the board that it has been business as usual

MUTUAL AID AGREEMENT

Commissioner Williams moved to approve the mutual aid agreement. Commissioner Fox seconded the motion. The motion carried

WFCA WEBINAR SERIES

The Commissioners were presented the WFCA webinar series in lieu of the conference that was going to be held in Spokane.

EMAC

The EMAC contract was presented. This is a contract that would allow WBFR to send trucks and crews to fires out of State. Commissioner Holliday asked that an SOP be presented to the Commissioners prior to sending actual crews to a fire/out of State. The board wants to make sure that the district is not limited on staff should a need be in Prosser.


Commissioner Holliday moved to approve the EMAC contract with an SOP in place stating the policies and procedures that would outline an available dispatch. Commissioner Fox seconded the motion. The motion carried.

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 6:38pm



RICHARD CLIZBE, CHAIRMAN



JESSICA TREVINO, ADMINISTRATOR