

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY MAY 18TH, 2021
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER AND FLAG SALUTE

Chairman Clizbe called the May 18, 2021 West Benton Regional Fire Authority regular meeting to order at 6:00pm. Due to Zoom meeting, flag salute was postponed.

ROLL CALL

Present: Commissioners David Moon, Richard Clizbe, Shane Williams, Randy Fox and Dewey Holliday
Others in attendance: Fire Chief Seth Johnson, Lisa Galbraith (Citizen), Neil Taylor (PMH) Randy Cobble (Citizen) and Administrator Jessica Trevino

PUBLIC COMMENTS

No Public Comment

CONSENT AGENDA

Commissioner Williams moved to approve the consent agenda with the amendment of adding a discussion about shift Captain. Commissioner Moon seconded the motion. The motion carried.

OLD BUSINESS

EQUIPMENT PURCHASES

- The Local Program proceeds are being spent on 2 type 5 chassis which will give WBFR a discount on the entire purchase.

2022 EMS PLAN

- Commissioner Williams – nothing to report.

NEW BUSINESS

CORRESPONDENCE

- Governing Board
 - Commissioner Clizbe reported on the nice thank you letter received by the City of Prosser on the Prosser Locker Fire. Commissioner Clizbe also announced that he attended the Tri-County Commissioner meeting. The next Tri-County meeting will be held on August 14th at District 2.
 - Commissioner Clizbe asked the board about meeting in person and asked the board if they had any preference.
- Staff Reports
 - Chief Johnson reported on the big downtown fire. Chief reported that he had a meeting with the City Administrator and discussions with the Mayor. He also discussed the City's future and their excellent fire plan that allowed them to get sensitive material out of their office prior to being destroyed by water and fire. The City was able to get back online in a matter of hours. Chief Johnson reported that there were 9 applications received for the Administrator position. Chief would like to interview 4 out of those 9 and asked that Jessica and a Commissioner participate in those interviews.
 - Administrator Trevino reported to the board that she has been completing tasks and is phasing herself out of the position. She also explained to the board that there was an error in a check

written tonight. The \$246,000 should have been doubled since WBFR is purchasing 2 trucks. Administrator will correct the error and issue an additional check next week.

BENTON COUNTY – New Countywide Accounting Ledger System

- Chief Johnson and Administrator Trevino reported to the board on Benton County’s new accounting system and how it would affect the department as accounts for WBFR have been established by resolution.

OPEN BOARD POSITION

- **Replacement of Commissioner**
 - Commissioner Clizbe reported to the board that he would like to be pro-active and start the process in looking for a new Commissioner to fill Commissioner Fox’s open Commissioner position. It was decided that the board would start the process of doing an open letter and see if there are any interested parties. June 11th will be the due date for applications.

ADJOURNMENT

With no further business, Chairman Clizbe adjourned the meeting at 6:44pm.

RICHARD CLIZBE, CHAIRMAN

JESSICA TREVINO, ADMINISTRATOR