



RFA Governing Board
MEETING AGENDA

**West Benton Regional
Fire Authority**
1200 Grant
Prosser, WA 98350

DATE: Regular Board Meeting
January 18th, 2022
TIME: 18:00 hours
LOCATION: Online via the Zoom Platform

WBFR Zoom Meeting Information:
[Click here to connect to the meeting](#)
Meeting ID: 785 739 0351
[Please call the office for the password](#)

Call to Order _____ o'clock pm

Flag Salute

Roll Call

PUBLIC COMMENTS

- *Members of the public, present at an online meeting, shall make the Board aware of their desire to speak by posting in the comment section by listing their name and the topic they wish to speak on. The public may comment on items relating to any matter related to WBRFA business under the Public Comment period. Public Comments are limited to three (3) minutes per person and no more than a total of fifteen (15) minutes shall be spent on any one subject. Citizens may also speak on individual agenda items on the printed agenda. The Chairman will request for public comments at the time they are discussed or considered by the Board as presented on the WBRFA Agenda.*

CONSENT AGENDA

- **Consent Agenda Approval – January 18th, 2022 - Regular Board Meeting**
- **Approval of Minutes – January 4th, 2022 - Regular Board Meeting**
- **Approval of Minutes – January 10th, 2022 - Special Board Meeting**
- **Voucher TOTAL for Approval = \$63,872.61**
- (2021 – 13th Month Vouchers= \$4,230.22
- (2022 1.18.22 Invoice Vouchers) = \$59,642.39

OLD BUSINESS

- 1. Equipment Purchases** • Local Program - Equipment Acquisition Update
- 2. EMS** • 2022 EMS Plan – Shane Williams Update

NEW BUSINESS

- 1. Correspondence** • Governing Board
• Staff Reports
- 2. Employment Contract** • Fire Chief Charles Damron

EXECUTIVE SESSION

- *Pursuant to RCW 42.30.140, Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress. This session will begin at _____ o'clock pm and will be concluded at _____ o'clock pm."*

GOOD OF THE ORDER

- Reminder to board members who may attend the meeting via Zoom to email voucher approval to the board secretary. PRA/OPMA Certificate of training.
- February 1st, 2022

Next Board Meeting

ADJOURN MEETING _____ o'clock pm

VOUCHER APPROVALS

West Benton Fire Rescue

Time: 15:51:28 Date: 01/18/2022

12/31/2021 To: 12/31/2021

Page: 1

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
220108001 238803 CONNELL OIL INC.	1013	12/31/2021	Claims	1	516.23	VEHICLE FUEL - DEC 2021	238803
220108002 468575 HUGHES FIRE EQUIPMENT, INC	1014	12/31/2021	Claims	1	3,083.40	AIR LEAKS TR-131	468575
220108003 842121 SHRED-IT US JV LLC	1015	12/31/2021	Claims	1	23.38	SHREDDING SERVICES - DEC 2021	842121
220108004 950201 WASTE MANAGEMENT	1016	12/31/2021	Claims	1	27.21	GARBAGE SERVICES ST.320 - DEC 2021	950201
220108005 991160 YAKINDO WEB DESIGNS, INC.	1017	12/31/2021	Claims	1	580.00	2021 WEBSITE MAINTENANCE ADMINISTRATOR CARRASCO TRAINING	991160

Total Vouchers: 4,230.22

CERTIFICATION: We, the undersigned Board Members of West Benton Fire Rescue, do hereby certify, under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against West Benton Fire Rescue and that I am authorized to authenticate and certify to said claim.

Chairman

Board Member

Board Member

Board Member

Board Member

Administrator

VOUCHER APPROVALS

West Benton Fire Rescue

Time: 15:23:49 Date: 01/17/2022

01/18/2022 To: 01/18/2022

Page: 1

Voucher	Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
220107001	114645 ARAMARK UNIFORMS SERVICES	48	01/18/2022	Claims	1	17.93	CARPET CLEANING - JAN 2022	114645
220107002	118938 AUTOZONE	49	01/18/2022	Claims	1	351.84	(2) DURABLAST BATTERIES - AT131	118938
220107003	329914 BENTON COUNTY FIRE DISTRICT #1	50	01/18/2022	Claims	1	312.13	2022 MPD ANNUAL ASSESSMENTS (7)	329914
220107004	148103 BENTON REA	51	01/18/2022	Claims	1	130.00	INTERNET SERVICES - JAN 2022	148103
220107005	148103 BENTON REA	52	01/18/2022	Claims	1	21.71	RADIO TOWERS - JAN 2022	148103
220107006	224155 CITY OF RICHLAND	53	01/18/2022	Claims	1	2,656.08	DISPATCH SERVICES - JAN 2022	224155
220107007	106592 ESO SOLUTIONS, INC.	54	01/18/2022	Claims	1	274.95	FIRE & EMS PACKAGE - FEB 2022	106592
220107008	565282 LEGACY TELECOMMUNICATIONS, INC DBA LEGACY POWER SYSTEMS	55	01/18/2022	Claims	1	1,433.52	2022 ANNUAL GENERATORS INSPECTION	565282
220107009	PNW EMERGENCY EQUIPMENT DBA GENERAL FIRE APPARATU	56	01/18/2022	Claims	1	41,333.14	TYPE 1 ENGINE EQUIPMENT	
220107010	106623 TOM DENCHEL FORD COUNTRY	57	01/18/2022	Claims	1	184.48	OIL AND FILTER CHANGE - CH131	106623
220107011	930132 US BANK, CORPORATE PAYMENT SYSTEM	58	01/18/2022	Claims	1	11,851.37	USBANK CHARGES - JAN 2022	930132
220107012	936148 VERIZON	59	01/18/2022	Claims	1	720.22	DATA USAGE - JAN 2022	936148
220107013	962120 WFCA: DAILY DISPATCH	60	01/18/2022	Claims	1	280.00	RESIDENT 2022 ADVERTISEMENT	962120
220107014	991121 YAKIMA PRINTING COMPANY, LLC	61	01/18/2022	Claims	1	75.02	BUSINESS CARDS - CHIEF DAMRON WBFR NOTE PADS	991121

Total Vouchers:

59,642.39

VOUCHER APPROVALS

West Benton Fire Rescue

Time: 15:23:49 Date: 01/17/2022

01/18/2022 To: 01/18/2022

Page: 2

Voucher Claimant	Trans	Date	Type	Acct #	Amount	Memo	County ID
------------------	-------	------	------	--------	--------	------	-----------

CERTIFICATION: We, the undersigned Board Members of West Benton Fire Rescue, do hereby certify, under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against West Benton Fire Rescue and that I am authorized to authenticate and certify to said claim.

_____	_____	_____
Chairman	Board Member	Board Member

_____	_____
Board Member	Board Member

Administrator

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY JANUARY 4th, 2022
WBRFA HEADQUARTERS STATION 310**

CALL TO ORDER

Chairman Clizbe called to order the January 4th, 2022, regular meeting for the West Benton Regional Fire Authority at 6:03pm and he then led the participants in the Pledge of Allegiance.

ROLL CALL

Present: Commissioners Richard Clizbe, re-elected Shane Williams, David Moon, and newly elected Randy Cobble. Newly elected Lisa Galbraith was present via Zoom.

Others in attendance: Interim Fire Chief Charles Damron and Administrator Gayle Carrasco, Captain Scott Friend and Captain Josh Petroff and firefighter Jake Coleman.

ORGINIZATIONAL MEETING

Commissioner Richard Clizbe and Board Secretary G. Carrasco referred to Policy 1060 regarding nominations of Governance Board Positions. Commissioner Clizbe welcomed the newly elected Commissioners Randy Cobble and Lisa Galbraith to the board.

Nominations for Governance Board Chairperson opened:

Commissioner Clizbe nominated Commissioner Moon for the position of Chairperson, and Commissioner Moon accepted.

Commissioner Galbraith nominated Commissioner Williams for the position of Chairperson, and Commissioner Williams accepted.

Nominations closed. Administrator/Board Secretary G. Carrasco called for the vote.

Commissioner Clizbe voted for Commissioner Moon for the chair position.

Commissioner Galbraith and Commissioner Cobble voted for Commissioner Williams for the chair position.

Commissioner Williams was declared the Board Chair for 2022.

Nominations for Governance Board Vice Chair opened:

Commissioner Clizbe nominated Commissioner Moon for the position of Vice Chairperson, and Commissioner Moon accepted.

Nominations closed. Administrator/Board Secretary G. Carrasco called for the vote. Commissioner Moon was declared the Board Vice Chair for 2022 unanimously.

OATH OF OFFICE

Chairman Shane Williams administered his oath of office as the 2022 Board Chair and then as re-elected WBRFA Board Commissioner Position 2. Commissioner Moon administered his oath of office as the 2022 Board Vice Chair. Randy Cobble verified his legal name on the oath of office declaration. G. Carrasco clarified the name printed on the oath of office was provided by name filed with the Benton County Election Department. Randy Cobble then administered his oath of office as WBRFA Board Commissioner Position 1. Chairman Williams welcomed Commissioner Cobble to the board. Lisa Galbraith administered her oath of office as WBRFA Board Commissioner Position 4. Chairman Williams thanked Commissioner Galbraith.

CONSENT AGENDA

Chairman Williams requested for comments or questions from the board on the consent agenda. Vice Chair Moon had a question to the amount on the Amazon voucher. Interim Fire Chief Charles Damron

clarified the amount to the board as tools being purchased for the Type 1 Engines. And by utilizing three to four vendors this was the most efficient way to streamline the purchasing process while foreseeing the number of vendors being used will also be submitted for reimbursement to the State Local Loan Program and the cost to purchase was lessened. Chairman Williams requests for a motion to approve the consent agenda as presented. Commissioner Clizbe made a motion to approve the consent agenda for January 4th, 2022. Commissioner D. Moon seconded the motion. Passed unanimously. The motion carried.

PUBLIC COMMENTS

There were no comments from the public.

OLD BUSINESS

EQUIPMENT PURCHASES:

Interim Fire Chief Damron reported that today he approved the wiring diagrams for all the lighting on the Type 5 Engines. Chief Damron also reported the status on the revisions being made to the plumbing. The redesigning of the plumbing was currently in progress and looking good as he was able to view the progress with pictures, he received via email just prior to the board meeting. Chief Damron reports that the Type 1 Engines are also coming along and that he is scheduled to conduct the final inspection on the Type 1 apparatus on Sunday, February 6th and returning on Thursday, February 10th. The dozer is approximately three quarters from completion, a pre-filter is being installed and it is currently located in the Tri-Cities. Commissioner Clizbe asked what work is being conducted on the Dozer. Chief Damron further explains a reoccurring problem existed when operating the Dozer in light powdered dirt, and this resulted in plugging the filter quickly. A pre-filter system was being installed to reduce this occurring. Captain Friend described the pre-filter system as being similar in comparison to a system that Commissioner Moon described.

2022 EMS PLAN:

Chairman Williams informs the board that there is a meeting scheduled with PMH for that Friday, January 7th. The Chair expresses that he hopes to receive information that will assist the board by the next board meeting to decide which direction to focus their efforts.

NEW BUSINESS

CORRESPONDENCES:

Governing Board

Commissioner R. Clizbe presented recruitment plans that he had received from agencies for consideration in the hiring of a Fire Chief. Commissioner Clizbe informed the board he spoke with The City of Prosser which utilized the recruitment agency “Prothman” out of Issaquah and the City of Prosser reported this company as being very thorough. Commissioner Clizbe explains the additional agency he provided to the board named Western Fire Chief’s Association recruitment. The WFCFA agency was utilized by the City of Kennewick. Commissioner Clizbe explains Prothman as a recruitment agency that is more ala carte pricing for each individual service and Commissioner Moon stated this offering tailored services as specified by what a department may need. Commissioner Cobble asked for the initial entry level cost. Commissioner Clizbe recollects the entry cost being approximately \$15,000. Chairman Williams clarifies the fee for utilizing Western Fire Chief’s Association is a percentage derived from the W2 on the salary for the newly hired Fire Chief for 1 calendar year. In the event the newly hired Fire Chief did not complete a full calendar year for the department, it is the consensus of the board there would be no fee for the failed recruitment and the WFCFA recruitment agency would conduct another hiring process to fill the position. The board then discussed the company of Prothman and this company’s fee started at \$18,500 and then additional expenses for add-ons. Commissioner Moon requested if Commissioner Clizbe would confirm the costs to verify if the fee of \$18,500 includes the additional items for the board. Commissioner Clizbe reviews the services the agency would conduct in their recruitment, i.e., a geographically search and background checks. Sterling was mentioned as the company providing background searches for the

recruitment agencies. Captain Friend informs the board the department uses Paladin for background searches at a fee for \$25.00. Commissioner Clizbe points out that Prothman provided a quote that is \$3,000 more than WFCFA but may provide the same services. Commissioner Clizbe states he has received positive reviews from ones who have used Prothman, although Prothman being more expensive by \$3,000 and he questions if the additional increase of the cost being worth the increase to the department. Commissioner Cobble states to the board as he is a newly elected board member to his position an apologizes before stating his question, he proceeds to ask the board to what experiences or qualifications in referring to the Interim Fire Chief Damron, what does he not have to not be considered as the permanent Fire Chief? Commissioner Clizbe responds that the board cannot answer Commissioner Cobble's question as there has not been applicants acquired to do a comparison. Commissioner Cobble states his observation of C. Damron having many positive attributes, and he was in favor of promoting Interim Fire Chief Damron as Fire Chief. Commissioner Cobble describes C. Damron as an individual who is well established within the community and further states that he has held several conversations with the other department firefighters, and those who have worked along the side and with C. Damron and the staff all described him as well respected and genuinely liked amongst the department staff. Commissioner Moon informs the board if they further wish to discuss Fire Chief candidacy then it would be necessary to do so in an executive session. Commissioner Cobble agrees and apologetically states he is learning the democracy of the board. Commissioner Clizbe sums up his discussion that he was providing the board with current recruitment amounts, and it was best for the board to begin sooner rather than later in the decision-making process for the permanent replacement of a Fire Chief. Clizbe finds that there is a limited window and a timeline that needs to be considered an established. Commissioner Cobble thanks the board for clarification. Chairman Williams requests for any other comments from Commissioner Moon and Galbraith on the discussion. No responses given. Chairman Williams stated he does have items to mention to the documents he has distributed to the board. The document described by the Chair had additional comparisons he has gathered from other departments. Chairman William states he utilized the standard norms with assessed values, tax dollars, the number of fire calls and what those wage scales were presently. Chairman Williams expresses it may be more appropriate to discuss this further in an executive session as well, but the information he has provided could be referenced at that time when moving forward to establish a pay scale for the position of Fire Chief or other positions that may need to be filled. With nothing else the Chair moved to end this discussion.

Staff Reports

Chairman Williams asked Administrator G. Carrasco if she had anything to report. G. Carrasco stated she is getting closer to finalizing year end finances for 2021. Revenue and Expenditure reports have yet to be received from the County for December 2021. The last of 2021 invoices will be on the next consent agent for board approval as the open 13th month positing period. After these items are received and reconciled the board will be provided with the ending balances for the final budget amendments in the month of February, with the result of having beginning fund balances for 2022. Chairman William asked Interim Fire Chief Damron if he had anything to report. Chief Damron introduced the newest hire Captain Josh Petroff. Captain Petroff began on Monday January 3rd. Captain Petroff began his career with department approximately 5 years ago. In that time, Captain Petroff earned a Fire Science degree, gained employment as a firefighter for Hanford and Captain Petroff was the first candidate chosen after the assessment, and interviewing concluded. The board welcome Captain Josh Petroff to the department, and Caption Petroff thanked Chief Damron for the introduction and the board for their kind welcome the department. Chief Damron stated he there will be an invoice in the upper end of \$5,000 for the semi-transport, this is to repair severe air leaks. The semi was an air starter and it had been switched to an electric starter. After the conversion, underneath the dash all the air fittings were leaking. One leak would be repaired, and then the next one would need to be repaired for leaking and so on, eventually the apparatus would not possess or hold air, and this is the basis for the higher cost to repair the leaks. Chief Damron describes preparing an annual year end report to the board. This will encompass the fire calls, the training provided, the overall

budget, and possess a snapshot of the majority of everything the department accomplishes in 2021. Currently Chief Damron has generated 16 plus pages to present to the board and projects to have the annual report completed by February also. Commissioner Williams commends Chief Damron as a good Public Relations report to provide the community of the services the department provides within a year span. Chief Damron suggests to the board that he would like to add department staff reports to be presented by the Chief at the second board meeting of each month. The Chief will prepare a capture from each his staff which will reflect aspects of their duties, contain summaries and updates on current projects. Commissioner Clizbe inquired further on staff reports. Chief Damron explains they could also contain major incidents the department responding to, how many training hours were given. Commissioner Clizbe explains this is a report that was like ones provided by the captains. The Chief explains he will be requesting the staff reports be turned into him, and he will summarize this for the board. Unless the board prefers it separate from each Captain. Commissioner Cobble asks for more pictures of the new apparatus. Chief Damron states if the board would like a prepared portfolio of the new apparatus, he could assemble something. Commissioner Cobble recommends something created to publish in the local newspaper and other media outlets of what the fire department is achieving to provide a better service for the community. The Chief details his timeline for obtaining the new apparatus and delivered to the department as March being his estimated period. Type 1 (the structure Engines) as clarified to Commissioner Cobble, and the Type 5's within the next month. Chairman Williams agrees the period to have all 4 new apparatus will be within the next month or two. No other comments. End of staff report.

RESOLUTIONS

Commissioner Clizbe made a motion to adopt Resolution 2022-1. Motion was seconded by Commissioner Cobble. Motion passed.

Commissioner Clizbe made a motion to adopt Resolution 2022-2. Motion was seconded by Commissioner Cobble. Motion passed.

Commissioner Clizbe made a motion to adopt Resolution 2022-3. Commissioner Galbraith seconded motion. Motion passed.

Commissioner Clizbe made a motion to adopt Resolution 2022-4. Motion was seconded by Commissioner Cobble. Motion passed.

Commissioner Clizbe made a motion to adopt Resolution 2022-5. Motion was seconded by Commissioner Moon. Motion passed.

Commissioner Clizbe made a motion to adopt Resolution 2022-6. Motion was seconded by Commissioner Cobble. Motion passed.

Commissioner Clizbe made a motion to adopt Resolution 2022-7. Motion was seconded by Commissioner Cobble. Motion passed.

SOP 3106P

Clarification on SOP 3106P on the approval of assigning credit card for Josh Petroff. Board approves with no motion needed. Chief Damron confirms his signature on SOP 3106P and for the assigning of credit card for Captain Petroff.

COVID TESTING POLICY 2409P REVISITED

Commissioner Cobble poses a question in a scenario format for individuals who may be allergic to latex exam gloves within the mandatory PPE to be worn within the policy. Chief Damron redirects the board to discuss the policy as it pertains to PCR testing for one of his staff members. Chief Damron explains that he had been informed by Captain Bowden that the facility that Captain Bowen utilizes for his PCR testing informed him that they will not offer PCR testing after the first of year which concluded the previous Friday. The Chief explained that what Captain Bowden gathered from this, was the PCR testing will no longer be approved through the CDC. Chief Damron asked the board if a change in the PCR testing requirement is needed in the department policy. Commissioner Galbraith weighed in as the variant is not being recognized on the rapid tests. The media leads to speculation that the rapid tests will no be used because of this reasoning. Commissioner Galbraith (a physician) stated she is unclear to what the captain has learned. Galbraith further explains that the

PCR is the gold standard in the industry. She questions the accuracy of the request and suggests this could be a measure to discontinue following the weekly PCR testing requirement. Chief Damron clarified the statement made by Captain Bowden that his concern was he would be incapable of obtaining his test by that Friday because the facility he uses explained that by that time their office would no longer be offering the PCR testing. Chief Damron stated he would further research the availability on the PCR tests for the board. Commissioner Cobble suggest amending the covid policy to read per the state guidelines or as recommended by Washington State. Commissioner Galbraith disagrees with amending the policy in this way. She explains exemption are specific to the locale and the State of Washington does not offer exemptions. In Commissioner Galbraith's profession she explains her concern in witnessing the ER increasing in Covid cases again, and in the future month the public will be in the middle of this pandemic once again. In her professional opinion, she does not believe any exemptions or changes should be made to the departments Covid policy. Commissioner Galbraith suggest on researching a contingent plan for short staffing within the department due to Covid as this is present current issue. Commissioner Cobble verifies the cases currently amongst the women admitted in the hospital as being Covid positive. Affirmative response by Commissioner Galbraith. Commissioner Moon asks what is the dominant variant being reported at this time, and is it the Omicron variant? Affirmative reported Commissioner Galbraith, however, they are not typing all the positives. Commissioner Galbraith reports her knowledge of Omicron present is 73% right now. Chief confirms he will investigate this. Commissioner Cobble restates his question about issues and latex glove reaction. The board states they will not amend the policy at this current time.

EXECUTIVE SESSION

Chairman Williams stated that the board will break into Executive Session per 42.30.110(g) at 6:50p.m. for 15 minutes to reconvene by 7:05 p.m. The board announced at 7:05p.m. it was necessary to extend the executive session for an additional 20 minutes. The board ended the Executive Session and resumed the regular board meeting at 7:25 p.m. No Action Taken.

GOOD OF THE ORDER

Chairman Williams requested items for the good of the order. The Chair informed the board members who are either newly elected or time to renew the training requirements for PRA and OPMA for public office. There is an online seminar offered by King County Fire Commissioners Association that will meet the requirements and to have Administrator G. Carrasco enroll the board member for the seminar. The seminar is scheduled for Saturday on January 8th. Chairman Williams then reminded the board commissioners of the next regular board meeting will be on January 18th, 2022.

ADJOURNMENT

With no further business, Chairman Shane Williams adjourned the meeting at 7:30p.m.

SHANE WILLIAMS, CHAIRMAN

The West Benton Regional Fire Authority's minutes are intended to be a reasonable summary of the RFA's governing board deliberations and actions. The Minutes are not a verbatim record of everything said at the meeting. The minutes include all actions taken by the West Benton Regional Fire Authority Board.

GAYLE CARRASCO, ADMINISTRATOR

WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY JANUARY 10TH, 2022
WBRFA HEADQUARTERS STATION 310

CALL TO ORDER AND FLAG SALUTE

Chairman Williams called to order the special meeting for January 10th, 2022, for the West Benton Regional Fire Authority Board at 6:00pm and he then led the participants in the Pledge of Allegiance.

ROLL CALL

Members Present: Chairman Shane Williams and Vice Chair David Moon, Commissioners Richard Clizbe, Randy Cobble and Lisa Galbraith.

Others in attendance: Interim Fire Chief Charles Damron an Administrator Gayle Carrasco. Fire Captains present were Scott Friend and Josh Petroff.

Public Audience: Department Residents Jake Coleman and Taylor Wolfe. Department Volunteers in the audience were LT. William Petersen, Ryan Austin, Lionel Martinez, Michael Quijano, Maurice Reilly, Philip Chong, Sidney and Robin Ayala, and Jonathan Koreski.

PUBLIC COMMENTS

The Board Chairman Shane Williams called for public comments and with the amount of people in the audience Chairman Williams reminded the public that there is a time limit to 3 minutes per speaker. And 15 minutes is the time limit the board will hear on one topic. Ryan Austin began by stating he had lived in the community his entire life and has been a volunteer firefighter for the department for a long time and since he met the Interim Fire Chief Charles Damron, he has been a good leader, and great friend to all the volunteers and career staff. R. Austin states that Damron has his support and obviously with the number of volunteers present, C. Damron has the support of the volunteers as their leader moving forward. Mr. Austin expresses to the board that he hopes they will consider C. Damron as the permanent Fire Chief. R. Austin explains to the board that C. Damron is a member of the community, and that he knows how they fight fires and asks the board to give C. Damron the opportunity to the next Fire Chief. The Chair thanked Ryan Austin and called Lionel Martinez to speak. Mr. Martinez explains that he was part of the interview panel for the hiring C. Damron as Captain. Mr. Martinez was impressed by C. Damron, and he was an excellent candidate for the captain position. Mr. Martinez states that C. Damron has proven his leadership, and that he was present to provide his support for C. Damron to become their Fire Chief. Jake Coleman was the next speaker, and he began by explaining to the board he has been with the department for a year and a half and in that time Chief Damron has shown tremendous ability to lead. Mr. Coleman describes how he knew Charles Damron prior to becoming a resident for the department. Mr. Coleman knew Chief Damron 10 years before as his baseball coach. J. Coleman played on the same baseball team as Chief Damron's son. J. Coleman describes how Chief Damron was as his coach, and states that C. Damron was always willing to help and be the first coach to lead the practices when other coaches could not attend. Mr. Coleman expresses to the board that he strongly believes that Chief Damron is clearly the best candidate to fill the role as their Fire Chief. J. Coleman notes that he owes a lot to C. Damron as one of his mentors, and how the Chief contributed to him choosing the career path of becoming a firefighter. Lastly Jake Coleman notes his decision to become a resident for WBRFA was because he knew what type of man Chief Damron is, and the type of leadership Chief Damron would provide. Chairman Williams thanked Mr. Coleman and next called on Captain Scott Friend to speak. Captain Friend states to Mr. Chair and the Commissioners that it is his belief that for the past few years the board of commissioners has failed to put progress in the best interest of this department or in forefront in their decision making. He also believes the boards has failed to recognize the high caliber of staff it has, and that failed recognition is partially to blame for valuable employees choosing to leave. Captain Friend stated that Charles Damron is a highly qualified individual, a further explains that he has submitted a letter to the board, along with other similar letters submitted that recognize and suggests that Charles Damron has what it takes to run this department. Captain Friend asserts that he will stand

by what he wrote in his letter to the board and urges the board to select Charles Damron as the next Fire Chief for West Benton Fire Rescue, then he thanked the board. Maurice Reilly was asked to speak next, and Mr. Reilly explains that Captain Friend had summed up what he was wanting to say to the board. Mr. Reilly explains to the board he is one person who has work along side C. Damron except for Bill Petersen. Mr. Reilly also states the C. Damron is a great leader, and he would be able to take the department where it needs to go from here moving forward. Philp Chong stood up next to speak and he also states that what he wished to convey to the board has already been stated by the others. Instead, he says that he is there to show his support of Chief Damron. Bill Petersen was called next to speak, and Mr. Petersen begins by recollecting the time in 2004 or 2006 when the department was conducting the interviews for a captain position. In the initial interview with C. Damron Bill explains how he asked C. Damron if he interviewing to become the Chief because he was clearly qualified to be placed in that position. The interview panel had spoken to C. Damron again for the captain position and Bill explains that he clarified with C. Damron again that they were filling a position for Captain and not for the Fire Chief, and if C. Damron would be comfortable in the role of a Captain. Mr. Peterson adds that C. Damron is an outstanding man, and he supports C. Damron 100% as Fire Chief, and ends his comments by expressing to the board that he hopes the board thinks the same as he and the volunteer firefighters do and make the right decision. Chairman Williams thanked Mr. Petersen, and the rest of the audience for all their comments and that he appreciated it as it provided the board with a great deal of feedback.

EXECUTIVE SESSION

Chairman Williams stated that the board will break into Executive Session Pursuant to RCW 42.30.140 at 6:06p.m. for 30 minutes to resume the special meeting at 6:36p.m. The board extended their executive session for an additional 15 minutes and stated they will reconvene the special meeting at 6:51p.m. The board broke from executive session at 6:51p.m. for a 5-minute pause and stated they would return into executive session at 6:56p.m. The board re-entered into their executive session at 6:56p.m. and requested C. Damron to return at that time for a 15-minute interview. The board broke from executive session and resumed the special board meeting at 7:11p.m. No Action Taken.

SPECIAL BUSINESS

Commissioner Lisa Galbraith made a motion to appoint Interim Fire Chief Charles Damron as Fire Chief for West Benton Fire Rescue as of January 10th, 2022. The contract will include a 1-year probationary period, with quarterly evaluations. A contract will be negotiated at a future time. Seconded by Commissioner R. Cobble. The Chair informs the board the motion has been made and seconded. Passed unanimously. Motion carried. Chairman Shane Williams and the rest of board congratulated Fire Chief Charles Damron.

GOOD OF THE ORDER

Chairman Williams requested for items for the good of the order. The members of the audience expressed their appreciation to the board in their decision to hire C. Damron as their Chief. Chairman Williams reminded the board of the next regular board meeting set for January 18th, 2022.

ADJOURNMENT

With no further business, Chairman Shane Williams adjourned the meeting at 7:34p.m.

SHANE WILLIAMS, CHAIRMAN

The West Benton Regional Fire Authority's minutes are intended to be a reasonable summary of the RFA's governing board deliberations and actions. The Minutes are not a verbatim record of everything said at the meeting. The minutes include all actions taken by the West Benton Regional Fire Authority Board.

GAYLE CARRASCO, ADMINISTRATOR