

**WEST BENTON REGIONAL FIRE AUTHORITY
TUESDAY DECEMBER 6th, 2022
WBRFA HEAD QUARTERS STATION 310**

CALL TO ORDER

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

ROLL CALL

Present: Commissioner Chairman S. Williams, Vice Chair D. Moon, Commissioner Richard Clizbe, Randy Cobble and L. Galbraith were all present. (Commissioner L. Galbraith attended via Zoom.)

Others in attendance: Fire Chief Charles Damron and Administrator Gayle Carrasco.
Volunteer Firefighter Lieutenant William Petersen.

PUBLIC COMMENTS

Chairman S. Williams made a request for public comments. No public comments.

CONSENT AGENDA

Chairman Williams requested for comments or questions from the board on the consent agenda. Commissioner Chairman Williams requested a motion to approve the board agenda. Commissioner L. Galbraith made a motion to approve the consent agenda for December 6th, 2022. Commissioner R. Cobble seconded the motion. Passed unanimously. The motion carried.

OLD BUSINESS

Personnel Discussion:

Chairman Williams confirmed the need for an executive session and informed the board the agenda item will be discussed later in the meeting.

NEW BUSINESS

CORRESPONDENCES:

• **Governing Board:**

- *Commissioners:* Chairman Williams requested items of mention pertaining to the governing board activities. None were reported.

Staff Reports: Fire Chief Damron

- *Chief's Report:* None were reported.

Staff Reports: Administrator Carrasco

- *Administrator Report:* None were reported. Commissioner R. Clizbe asked the status of the 2019-2021 WBRFA audit. Administrator Carrasco provided a brief update to the status of the audit.

RESOLUTIONS:

Resolution 2022-17:

- The Chairman presented resolution 2022-17 Consolidate Funds. Commissioner R. Clizbe made a motion to approve resolution 2022-17, Commissioner R. Cobble seconded the motion. Passed unanimously. The motion carried.

Resolution 2022-18:

The Chairman presented resolution 2022-18 Consolidate Investing Funds. Commissioner R. Clizbe made a motion to approve resolution 2022-18, Commissioner D. Moon seconded the motion. Passed unanimously. The motion carried.

Resolution 2022-19:

The Chairman presented resolution 2022-18 Cancelling Unclaimed Warrants 2021. Commissioner R. Clizbe made a motion to approve resolution 2022-18, Commissioner L. Galbraith seconded the motion. Passed unanimously. The motion carried.

EXECUTIVE SESSION

Chairman Williams stated that the board will break into Executive Session Pursuant to *Qualifications of an applicant for public employment (RCW 42.30.110(1)(g))* at 6:30p.m. for 10 minutes to resume the regular meeting at 6:06p.m. The board broke from executive session and resumed the regular board meeting at 6:16p.m. No Action Taken.

GOOD OF THE ORDER

Chairman Williams asked the board for items for the good of order. Chairman Williams discussed the board meeting 2023 calendar containing a date conflict falling on the holiday of 7/4/23. No other items provided.

ADJOURNMENT

With no further business, Chairman S. Williams adjourned the meeting at 6:20p.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