



## BENTON COUNTY FIRE PROTECTION DISTRICT NO. 4 REGULAR BOARD MEETING MINUTES

March 04, 2015  
2604 Bombing Range Rd.  
West Richland WA. 99353

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### **CALL MEETING TO ORDER**

Meeting called to order by Commissioner Couch at 1700 hours.

### **ADDITION TO THE AGENDA**

2014 SAFER Letter

### **THOSE PRESENT:**

Commissioner Woody Russell  
Commissioner AJ Hill  
Commissioner Gregg Couch  
City of West Richland Liaison Ron Hayden  
Battalion Chief Marvin Leonard  
Captain Ed Dunbar

Acting Captain Tom Harper  
Acting Lieutenant Josh Jordon  
FF/Paramedic Aaron Meloy  
FF Garrett Goodwin  
FF Tyler Reynolds  
FF Monte Elmore

### **FINANCIAL REVIEW**

No financial review provided for this meeting.

### **CONSENT AGENDA:**

(All matters listed within the Consent Agenda have been distributed to each member of the Board of Commission for reading and study, are considered to be routine, and will be considered or enacted by one motion of the Commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.)

- Approval of the Agenda dated 03/04/2015
- Approval of Regular Meeting Minutes dated 02/18/2015
- Approval to accept and pay: N/A
- *Expenditures: N/A*

Commissioner Russell motioned to approve the consent agenda and Commissioner Couch seconded the motion. The motion to approve the consent agenda was approved unanimously.

### **RESOLUTIONS/MOTIONS**

None.

### **DISTRICT REPORTS**

- Union Report – Acting Captain Harper indicated that FF/PM Aaron Meloy will be attending the Real Heroes Breakfast on March 5 representing the BCFD 4 Local 1052 group. There is also a regularly scheduled L1052 meeting Thursday night.
- Volunteer Report – FF Elmore reported that the district is in process of selecting the next batch of volunteer firefighters. There were 15 applicants with oral interviews conducted this past Saturday. FF Elmore indicated that at least 12 of the applicants were excellent. There are also 5 of these applicants that applied for the open resident firefighter positions. Depending upon the number of residents that get through the process, that will determine how many of the rest of the 12 applicants will be brought on for the upcoming recruit school. The budget currently

- will support 5 new recruits. March 14, 2015 will be the oral interviews for the resident firefighter position.
- City Liaison Report – Liaison Hayden indicated that Paradise Way widening project will be starting. There was some miscommunication about the road being closed during construction, but that is not the case. At the end of the project, the road will be widened and have sidewalks to match the other part of Paradise Way.
  - Commissioner’s Report – Commissioner Hill indicated that he attended the West Richland Chamber luncheon and obtained information on parent/child relationships and some solutions to potential problems. Commissioner Hill did bring back some information on mentoring opportunities and if anyone was interested in the mentoring program to contact him. Commissioner Hill also reported that he and Chief Whealan met with the City of West Richland staff and mayor to discuss the status of the interlocal agreement. Commissioner Hill indicated that the meeting went well and the possibilities of working together on some current issues will be ongoing.
  - Fire Chief’s Report
  - 2015-02-20 attended the West Richland Area Chamber of Commerce Annual Banquet and BCFD4 was the winner of the, 2014 Herb Ganz Community Spirit award.
  - 2015-02-24 attended the BCFD4 Captains meeting and the minutes of the meeting have been forwarded/posted.
  - 2015-02-24 attended meeting with Commissioner Hill and the City of West Richland staff to discuss our Interlocal Agreement with them.
  - 2015-02-25 assisted the City of West Richland, Paul Keith Wetlands, invasive weed species (phragmites) burn for removing the noxious weed and access for Benton County Mosquito Control.
  - 2015-02-26 attended the BCES (Benton County Emergency Services) board meeting and the decision was made to upgrade the dispatch center to the Next Generation 911 system, for ~\$800,000.00, which will enable SECOMM (our dispatch center) to receive text and video 911 messages.
  - 2015-02-26 attended the area chiefs meeting and discussed the Pasco police shooting event.
  - 2015-03-02 met with Bill Tanner regarding our background checks on our potential new hires.
  - 2015-03-03 met with station #420 storage building project bid awardees, Stephen Recker Construction and Brashear Electric and signed contracts to proceed with them.
  - 2015-03-04 attended the Washington SERC (State Emergency Response Commission) meeting as the chair.
  - 2015-03-05 reported out at the Washington State EMC (Emergency Management Council) meeting as the SERC Chair.

**OPEN FORUM DISCUSSION**

No discussion or comments received.

**IMPORTANT DATES**

- March 13 – Southeast Washington Fire Commissioner Meeting, Dayton, WA at Columbia County Fire District 3 main station, 1830 hrs
- March 28 – Easter egg stuffing at 1100 hrs.
- April 4 – Easter Egg Hunt at Bombing Range Sporting Complex
- April 25 – Earth Day Clean-up, Enterprise Middle School at 0800 hrs.
- May 9 – Tri-County Commissioners Meeting Walla Walla District #4
- August 8 – Tri-County Commissioners Meeting, Walla Walla District #5
- November 14 – Tri-County Commissioners Meeting, BCFD #2 Station 210
- August 2016 – Primary Election – EMS Levy

## CORRESPONDENCE

None received.

## AMBULANCE SERVICE PROGRAM UPDATES

No update.

## UNFINISHED BUSINESS

- Richland Ambulance Billing Contract – no update at this time
- Parsec Computer contract – no update at this time. Commissioner Couch suggested that since this has not been reported on for some time to have Lieutenant Newton provide a written report for the next commissioner meeting. Captain Dunbar will follow up on this request.
- Shared Vision/Goals Presentation – Brief discussion and update on the status of IFSAC certification testing results from the Fall Structure Recruit Academy. Benton County agencies combined the test with Walla Walla Fire District 4 and College Place Fire. There was about a 40% failure rate on the written test due to the wrong version of the initial test. At this time, there are about 7 total candidates out of 33 that have yet to pass the written certification test. Additional efforts will be made to retest the candidates soon. Captain Dunbar also indicated that the regional training officer group has targeted April 2015 to begin doing regional drills every Wednesday at the Kennewick/BCFD 1 Fire Training Center to foster the regional mutual aid work that continues. This is a goal of the fire chiefs to ensure this happens. In addition, there are three individuals from our agency that will be participating in the Region 8 Training Council Officer Development Academy (ODA). The ODA begins March 7 and continues until mid-May. This falls in line with succession planning and career development as outlined in the Shared Vision and Goals.
- FDCARES – no report
- Research of Regionalization – no report
- Storage facility bids
  - Chief Whealan gave the permission to proceed and signed contracts with the two lowest responsible bidders that were awarded the station #420 storage facility:
    - Building Package:
      - Stephen Recker Construction – \$180,200.00
    - Electrical Package:
      - Brashear Electric – \$21,850.00
- Property located on the south side of SR224 and Ambassador PR NE.
  - Chief Whealan advised that he meet with Mr. Barnes and proposed a counter offer for the land of \$100,000.00 with no utilities to stay within the district's financial range. Mr. Barnes accepted the offer and they put together a sales agreement for the property.
  - Chief Whealan also advised that the purchase of the property is currently in escrow with a suspected closing date of 03/31/2015.

## NEW BUSINESS

2014 SAFER Letter – Captain Dunbar presented the draft letter to the commissioners for approval. This letter is a new requirement for the SAFER Hiring of Firefighters grant program to ensure that agencies governing body agrees to the staffing increase and will not conduct lay-offs or staff reductions during the SAFER grant award period. Commissioner Couch motioned to approve the letter and Commissioner Russell seconded the motion. The motion to approve and sign the letter was approved unanimously.

## AGENDA ITEMS FOR NEXT MEETING

- Richland Ambulance Billing Contract

- Parsec Computer contract
- Shared Vision/Goals Presentation
- FDCARES
- Research of Regionalization
- Storage facility progress
- Property located on the south side of SR224 and Ambassador PR NE.

**EXECUTIVE SESSION**

None needed.

**ADJOURNMENT**

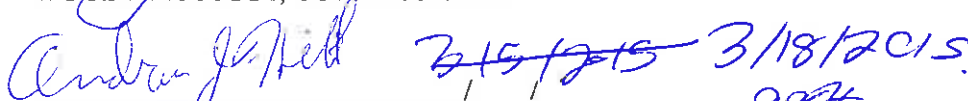
The meeting was adjourned at 1730 hours.

Attested:

  
EDWARD DUNBAR, ACTING FIRE CHIEF

  
GREGG COUCH, COMMISSIONER

  
WOODY RUSSELL, COMMISSIONER

  
AJ HILL, COMMISSIONER

*3/15/2015* ~~3/15/2015~~ *3/18/2015*  
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