



**BENTON COUNTY FIRE PROTECTION DISTRICT NO. 2**  
**REGULAR BOARD MEETING**  
**MINUTES**

November 6, 2023

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CALL REGULAR BOARD MEETING TO ORDER

**Commissioner Howell** called the meeting to order **6:00PM** at District #2, Station 210.

THOSE PRESENT:

Larry Howell, Commissioner  
Steve Rouse, Commissioner  
Dennis Bates, Fire Chief  
Todd Dormaier, Assistant Chief  
Caren Wheeler, District Secretary

GUESTS:

Scott Hawley  
Jack Derderian  
Dyllan Blair  
Rachael Voegele  
Mason Everitt

ABSENT: Barry Orth, Chairperson

PLEDGE OF ALLEGIANCE

ADDITIONS TO THE AGENDA: *None.*

AGENDA AND MINUTES:

- Approval of the Agenda for the Regular Board Meeting dated 11-06-2023.
- Approval of the Regular Board Meeting Minutes dated 10-23-2023.

***Commissioner Rouse moved to approve the agenda for the Regular Meeting dated November 6, 2023, and moved to approve the minutes of the Regular Board Meeting dated October 23, 2023. Commissioner Howell seconded, and the motions passed.***

IMPORTANT DATES:

- 11-10-23, Holiday – Veterans Day Observed – Office Closed
- **11-13-23, Public Hearing – 2024 Budget, 3:15 PM, STA 210**
- **11-13-23, B2 Commissioners’ Meeting, 3:30 PM, STA 210**
- 11-23-23, Holiday – Thanksgiving – Office Closed
- 11-24-23, Holiday – Thanksgiving Friday – Office Closed
- **12-11-23, B2 Commissioners’ Meeting, 6:00 PM, STA 210**

VOUCHERS:

The following Vouchers are approved for payment from Fund **6821-101**:

Bill Vouchers, in the amount of \$18,293.00

***Commissioner Rousel moved to approve and pay Bill Vouchers in the amount of \$18,293.00. Commissioner Howell seconded, and the motion passed.***

PUBLIC COMMENT: *None.*

CITY OF BENTON CITY: *None.*

CORRESPONDENCE: *None.*

FINANCIALS: *None.*

FIRE CHIEF’S REPORT: Dennis Bates, *Fire Chief*

- Union negotiations are still underway.
- We are moving toward a new records management software. The current system (ERS) is no longer being supported or updated so we have to move to a new one.
- Recruit school is almost complete.
- New to us Transport has arrived and currently being fitted with the necessary equipment.



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UNFINISHED BUSINESS:

- BCFPD#2 Association Update – *None*.
- Equipment – See Chief’s report.
- Station IT – IT complete. Remove from agenda.
- STA 210 Upgrades – Served AC/HVAC units.
  - PIO / Safety (John Derderian /Jack Derderian) – We will be sending a truck to the West Richland Veterans Day parade. We are also working with local media about smoke detectors.
- Conferences:
  - Northwest Leadership Seminar – March 6-8, 2024, Portland, OR

NEW BUSINESS:

- 2024 Commissioner Calendar review - Would like to wait till next meeting for Chairperson Orth before finalizing calendar.

BUDGET:

- Public Hearing for 2024 Budget – November 13, 2023, 3:15 PM

UNION: *None*.

PERSONNEL: *None*.

AGENDA ITEMS FOR NEXT MEETING: *None*.

EXECUTIVE SESSION:

- **Executive Session for Personnel Qualifications and/or Performance Review per RCW 42.30.110(1)(g)** (*Evaluate the qualifications of an applicant for public employment or review the performance of a public employee.*)

An Executive Session was called for 30 minutes to discuss admin staff contracts and performance reviews. The session opened at 6:22 PM in Chief Bates’ office. The executive session closed at 6:49 PM, and the Regular Meeting reconvened.

ACTIONS: *None*.

ADJOURNMENT:

**Commissioner Rouse moved that the meeting be adjourned. Commissioner Howell seconded. There being no further business, Commissioner Howell adjourned the meeting at 6:50 PM.**

Attested on: \_\_\_\_\_

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CAREN WHEELER, DISTRICT SECRETARY

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BARRY G. ORTH, CHAIRPERSON

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LARRY D. HOWELL, COMMISSIONER

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LEWIS S. ROUSE, COMMISSIONER