



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

April 18, 2024

2604 Bombing Range Rd, West Richland, Washington 99353

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### **CALL MEETING TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **ADDITION TO THE AGENDA**

### **THOSE PRESENT**

### **FINANCIAL REVIEW**

### **PUBLIC COMMENTS**

Note - Public comments are limited to three (3) minutes per speaker per topic. The Board allows public comments orally or through written testimony provided in advance of the meeting.

### **CONSENT AGENDA**

All matters listed within the Consent Agenda have been distributed to each member of the Board for reading and study. These matters are considered to be routine and will be considered or enacted by one motion of the Board with no separate discussion. However, if any member of the Board desires separate discussion on a specific item, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- Agenda:
  - Approve agenda of April 18, 2024.
- Minutes:
  - Approve minutes of April 4, 2024 Regular Meeting.
- Payroll Vouchers:
  - Approve Payroll Voucher numbers 441 through 485 and Electronic Fund Transfer(s) as listed for \$341,227.32 for the period ending April 26, 2024.
- Claim Vouchers:
  - Approve Claim Voucher numbers 442 through 488 for \$190,658.90 for the period ending April 26, 2024.

### **RESOLUTIONS/MOTIONS**

- Washington Department of Natural Resources (WADNR) Forestland Response Agreement

### **DISTRICT REPORTS**

- Union Report
- Volunteer Report
- Logistics Report

- City Liaison Report
- Commissioner's Report
- Fire Chief's Report
- District Secretary's Report

#### **OPEN FORUM DISCUSSION**

#### **IMPORTANT DATES**

- April 19 – Snure Seminar – Procurement and Bid Laws

#### **CORRESPONDENCE**

- March/April Public Safety Radio System Project Update

#### **OPERATION PROGRAM UPDATES**

#### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

#### **AGENDA ITEMS FOR NEXT MEETING**

#### **EXECUTIVE SESSION**

#### **ADJOURNMENT**



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

APRIL 4, 2024

### **CALL MEETING TO ORDER**

Commissioner Brink called the regular meeting of the Board of Fire Commissioners of Benton County Fire District Protection District #4 to order at 2604 Bombing Range Rd West Richland, Washington. The board members present at this meeting in-person was Commissioner Brink. Via teleconference were Commissioner Goodwin and Commissioner Van Beek.

### **PLEDGE OF ALLEGIANCE**

Commissioner Brink led the pledge of allegiance.

### **ADDITIONS TO THE AGENDA**

Printer Lease, Training Software, and Ambulance Change Order were added to Resolutions/Motions and Citizen Email was added to correspondence. Badge Pinning Ceremony was also added to the agenda.

### **THOSE PRESENT**

Staff members present were:

Fire Chief Carlyle	Paramedic Ammann	Firefighter Miller
Finance Manager Paden-Lilly	Firefighter Estrella	Paramedic Orozco
Captain Borschowa	Firefighter Flowers	Firefighter Overson
Captain Harper	Paramedic Gaidos	Firefighter Walton
Captain Putz	Paramedic Garrison	Paramedic Winters
Captain Rogers	Firefighter Hall	
Captain Shannon	Firefighter Hart	

### **FINANCIAL REVIEW**

### **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.

- Public Comments
- Agenda – Approval of Agenda dated April 4, 2024
- Minutes – Approval of Minutes dated March 21, 2024
- Approval and Pay

- Expenditure Vouchers
  - Approve Expenditure Transaction numbers 369 through 392 as listed for \$32,258.72 for the period ending on April 12, 2024.
- Payroll Vouchers
  - Approve Electronic Fund Transfer Transaction numbers 284 through 366 as listed for \$242,659.35 for the period ending March 29, 2024.

**MOTION** by Commissioner Van Beek to approve the consent agenda. Commissioner Goodwin seconded the motion and the motion passed unanimously.

### **BADGE PINNING CEREMONY**

Captain Rogers addressed the audience and welcomed everyone to the ceremony. She then acknowledged and congratulated Paramedics Garrison and Orozco for their exceptional performance during their probationary period. To mark their official promotion, each paramedic had a family member come forward to pin their new badge. Chief Carlyle then presented both paramedics with official probationary letters and a challenge coin.

### **RESOLUTIONS/MOTIONS**

#### **Memorandum of Understanding – People for People**

Consider approving a Memorandum of Understanding (MOU) between People for People and Benton County Fire District #4. The purpose of the MOU is to establish a program of providing free bus passes for emergency response crews to distribute to citizens who cannot afford transportation.

**MOTION** by Commissioner Van Beek to approve the agreement between People for People and Benton County Fire District #4. Commissioner Goodwin seconded the motion and the motion passed unanimously.

#### **Master Contractor Award Agreement – Greater Columbia Accountable Community**

Consider approving a Master Contractor Award Agreement between Greater Health Now (GHN) and Benton County Fire District #4. The purpose of the agreement is to outline the terms and conditions under which the Fire District will continue to provide the Community Paramedicine program, while GHN will continue to compensate the Fire District for these services.

**MOTION** by Commissioner Goodwin to approve the agreement between Greater Health Now and Benton County Fire District #4. Commissioner Brink seconded the motion and the motion passed. Commissioner Van Beek abstained.

#### **Cooperative Fire Agreement – US Fish and Wildlife**

Consider approving a Cooperative Fire Protection Agreement between the United States Fish and Wildlife Service (USFWS) and Benton County Fire District #4. The purpose of the agreement is to coordinate and provide cooperative fire protection between the USFWS and the Fire District, to suppress wildland fires more efficiently and effectively from damaging natural resource values managed by the USFWS.

**MOTION** by Commissioner Van Beek to approve the agreement between the US Fish and Wildlife and Benton County Fire District #4. Commissioner Goodwin seconded the motion and the motion passed unanimously.

#### **Printer Lease**

Consider approving a printer lease agreement with Abadan. The lease agreement would provide three new multi-function printers on a 60-month service contract to include toner, labor, parts and training. The annual lease payments will be \$13,200 for 5 years.

**MOTION** by Commissioner Van Beek to approve the 60-month lease agreement between Abadan and Benton County Fire District #4. Commissioner Goodwin seconded the motion and the motion passed unanimously.

#### **Training Software**

Consider approving an agreement between Clarion Events/Fire Engineering Training and Benton County Fire District #4. The purpose of the agreement is to receive access to the Fire Engineering Training Fire and EMS Pro Online Platform to include setup and annual maintenance fees. This software will phase out the current Vector Solutions training platform. The annual fee will be \$3,966 for 3 years.

**MOTION** by Commissioner Van Beek to approve the 36-month agreement between Clarion Events/Fire Engineering and Benton County Fire District #4. Commissioner Goodwin seconded the motion and the motion passed unanimously.

#### **Ambulance Change Order**

Consider approving Braun Change Order #2. The purpose of this change order is to include striping, lettering and decals on the ambulance that is currently in production at Braun Northwest. The cost to add striping, lettering and decals will be \$6,500.

**MOTION** by Commissioner Van Beek to approve the Braun Change Order #2. Commissioner Goodwin seconded the motion and the motion passed unanimously.

#### **DISTRICT REPORTS**

**Union** – No Report

**Volunteer** – No Report

**Logistics** – No Report

**City Liaison** – No Report

#### **Commissioner(s)**

- Commissioner Goodwin reminded the Board that a nominee for Fire Officer of the Year will need to be made prior to the Banquet.
- Commissioner Brink reported that he and Chief Carlyle attended the Benton County Assessor's Levy Training last week.

## **Fire Chief**

Chief Carlyle reported:

- Attended the Benton County Assessors Levy Workshop.
- Attended the Executive Officers meeting.
  - First normal meeting since January and we are regrouping and working on some action items.
- On April 1st we welcomed two new members to the BCFD4 team. Billie Paden-Lilly as Finance Manager/District Secretary and Jaron Gibson as Firefighter/EMT
- Completed an interview with a BCFD4 citizen who is doing research for a fiction book.
- Attended the Liz Loomis Communications call and established this month's priorities.
  - Paramedic Brad Andrews completed a radio and two news interviews regarding defensible space and prepping your house for wildland season.
- Attended the District Chief's meeting.
  - Working on solutions for the recruit academy and finding a lead for that effort.
  - Discussed the DNR aircraft agreement.
  - Discussed the no surprises billing act.
- Attended the SAT meeting.
  - Microwave project is proceeding. 6.5-million-dollar project, 2.5 million in grants and stated provided 237K in funding. The remaining costs are being covered by the three cities and two counties.
  - The interlocal agreement which was presented to the Board a couple of months ago will be opened up again. This will address the VHF to trunked (800) system. This will need to occur quickly in order to keep the process going and we are encouraging all the Commissioners/City Councils to review and turn this around quickly.
    - VHF to trunked is projected to be a 18 million project. 9 million of the build out of the system and remaining 9 million is projected in radio equipment needs.
    - AFG grant has been submitted.
    - Request for congressional funding has been submitted.
    - Two other grants have been submitted.
    - They had a 2-hour long meeting with Newhouse which sounded promising, and this connection was made thanks to Commissioner Brink.
    - Will hopefully have more information in the middle of May 2024
  - Fire Chiefs and Police Chiefs have come to consensus regarding interoperability, and this is the best I have seen/heard the group work together for years.

**District Secretary – No Report**

## **OPEN FORUM DISCUSSION**

There was no open forum discussion.

**IMPORTANT DATES**

- April 13 – Firefighter Appreciation Banquet
- April 19 – Snure Seminar – Procurement and Bid Laws

**CORRESPONDENCE**

The correspondence received was reviewed.

**OPERATION PROGRAM UPDATES**

There was no operation program update.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

There was no new business.

**AGENDA ITEMS FOR NEXT MEETING**

There were no agenda items for the next meeting.

**EXECUTIVE SESSION**

There was no executive session.


**ADJOURNMENT**

With no further business to come before the Board the meeting was adjourned at 5:51 p.m.

Attested:

  
\_\_\_\_\_  
Billie Paden-Lilly, District Secretary

4/18/2024  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Michael Van Beek, Commissioner

04/18/24  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Garrett Goodwin, Commissioner

04/18/2024  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Fred Brink, Commissioner

\_\_\_\_\_  
Date

# ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:55:15 Date: 04/17/2024  
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As Of: 04/26/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>13889 04/26/202404/26/202415</b>			<b>AMAZON</b>	<b>245.02</b>	<b>OFFICE SUPPLIES</b>
522 12 31 00	Expendable Office Supplies		001 000 522 General Fund 68	245.02	OFFICE SUPPLIES
Invoice					
1QTP-JGGQ-NXCL			23.89		FOOT REST
11NW-RPVK-KJCH			145.80		OFFICE SUPPLIES
1NN1-GPFQ-YWYK			75.33		10-KEY CALCULATOR
<b>13890 04/26/202404/26/202450</b>			<b>BOUND TREE MEDICAL</b>	<b>802.88</b>	<b>EMS SUPPLIES</b>
522 70 31 00	Expendable Supplies - EMS		001 000 522 General Fund 68	802.88	EMS SUPPLIES
Invoice					
85270465			341.99		EMS SUPPLIES
85291834			443.48		EMS SUPPLIES
85291835			196.73		EMS SUPPLIES
85291836			275.47		EMS SUPPLIES
70348566			-454.79		EMS SUPPLIES
<b>13891 04/26/202404/26/2024690</b>			<b>BPAS</b>	<b>6,000.00</b>	<b>HRA BENEFITS</b>
522 12 20 04	HRA Benefits		001 000 522 General Fund 68	500.00	HRA BENEFITS
522 21 20 04	HRA Benefits		001 000 522 General Fund 68	5,500.00	HRA BENEFITS
Invoice					
APR24			6,000.00		HRA BENEFITS
<b>13892 04/26/202404/26/2024883</b>			<b>BRINK, FREDERICK T</b>	<b>12.46</b>	<b>MILEAGE-ASSESSOR TRNG, BRINK</b>
522 11 43 00	Travel-Mileage & Airfare		001 000 522 General Fund 68	12.46	MILEAGE - BRINK
Invoice					
MAR24			12.46		MILEAGE-ASSESSOR TRNG, BRINK
<b>13893 04/26/202404/26/2024966</b>			<b>BUDGET BLINDS</b>	<b>1,771.20</b>	<b>FINAL PAYMENT - BLINDS FOR STA420</b>
522 50 31 00	Expendable Supplies -Faciliti		001 000 522 General Fund 68	1,771.20	BLINDS FOR STA420
Invoice					
8648			1,771.20		FINAL PAYMENT - BLINDS FOR STA420
<b>13894 04/26/202404/26/2024481</b>			<b>CHARTER COMMUNICATIONS</b>	<b>469.93</b>	<b>STA410/420 INTERNET</b>

# ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:55:15 Date: 04/17/2024  
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As Of: 04/26/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
522 12 41 00	Contract Services		001 000 522 General Fund 68	469.93	INTERNET
Invoice					
176850401040724			469.93	STA410/420 INTERNET	
<b>13895 04/26/202404/26/2024281</b>	<b>CITY OF RICHLAND</b>			<b>9,250.00</b>	<b>DISPATCH SERVICE</b>
522 24 41 00	Dispatch Services		001 000 522 General Fund 68	9,250.00	DISPATCH SERVICE
Invoice					
53632			9,250.00	DISPATCH SERVICE	
<b>13896 04/26/202404/26/202498</b>	<b>DEPARTMENT OF NATURAL RESOURCES</b>			<b>4,767.63</b>	<b>STA410 LEASE</b>
522 50 45 00	Lease-Sta 410		001 000 522 General Fund 68	4,767.63	LEASE
Invoice					
4900/0100175729/2024			4,767.63	STA410 LEASE	
<b>13897 04/26/202404/26/2024704</b>	<b>FIRE 4 CHECKING ACCOUNT</b>			<b>25.00</b>	<b>AMBULANCE REFUND</b>
522 70 41 20	Ambulance Over Payment		110 000 522 EMS Fund 6848	25.00	AMBULANCE REFUND
Invoice					
1326			25.00	AMBULANCE REFUND	
<b>13898 04/26/202404/26/2024831</b>	<b>HOME DEPOT</b>			<b>248.18</b>	<b>SUPPLIES</b>
522 21 35 10	Tools & Equipment -Suppre		001 000 522 General Fund 68	15.85	WHITE WOOD
522 50 31 00	Expendable Supplies -Faciliti		001 000 522 General Fund 68	232.33	SUPPLIES
Invoice					
40769			15.85	SUPPLIES	
2664749			20.63	PROTECTION PLAN	
2902286			134.79	AMP CORDED ROTARY KIT	
9020505			71.50	ADJ SPRING HINGES	
1030807			5.41	FAUCE HOLE COVER	
<b>13899 04/26/202404/26/2024774</b>	<b>IMAGE TREND</b>			<b>518.70</b>	<b>ELITE RESCUE VISUAL FEE</b>
522 70 41 10	Contract Services - EMS		001 000 522 General Fund 68	518.70	ELITE RESCUE VISUAL FEE
Invoice					
105187			518.70	ELITE RESCUE VISUAL FEE	

# ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:55:15 Date: 04/17/2024  
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As Of: 04/26/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>13900 04/26/202404/26/2024876</b>					
522 12 41 00	Contract Services		<b>ISOUTSOURCE</b>	<b>6,706.05</b>	<b>MONITORING &amp; BLOCK SUPPORT</b>
			001 000 522 General Fund 68	6,706.05	MONITORING & BLOCK SUP
<b>13901 04/26/202404/26/2024975</b>					
522 12 49 00	Memberships/Dues		<b>ISPYFIRE, INC</b>	<b>706.55</b>	<b>SUBSCRIPTION</b>
			001 000 522 General Fund 68	706.55	SUBSCRIPTION
<b>13902 04/26/202404/26/2024187</b>					
522 70 31 00	Expendable Supplies - EMS		<b>LIFE ASSIST</b>	<b>1,508.35</b>	<b>EMS SUPPLIES</b>
			001 000 522 General Fund 68	1,508.35	EMS SUPPLIES
<b>13903 04/26/202404/26/2024189</b>					
522 12 41 00	Contract Services		<b>LIZ LOOMIS EASL, INC</b>	<b>6,000.00</b>	<b>COMMUNICATION</b>
			001 000 522 General Fund 68	6,000.00	COMMUNICATION
<b>13904 04/26/202404/26/20241035</b>					
522 45 43 20	Registration Fees(Operation:		<b>MID-COLUMBIA FIRE &amp; RESCUE</b>	<b>675.00</b>	<b>ART OF SMOKE/NOZZLE FORWARD TUITION - ROGERS, OROZCO</b>
			001 000 522 General Fund 68	675.00	TUITION
<b>13905 04/26/202404/26/2024432</b>					
522 60 35 00	Tools, Equipment & Parts - A		<b>NAPA AUTOMOTIVE PARTS INC, JT AUTOMOTIVE</b>	<b>409.62</b>	<b>FILTERS, OIL, AIR CLEANERS, SPARK PLUG</b>
			001 000 522 General Fund 68	409.62	AUTO PARTS

# ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:55:15 Date: 04/17/2024  
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As Of: 04/26/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
13907	04/26/202404/26/2024535		O'REILLY AUTO PARTS		
522 60 35 00	Tools, Equipment & Parts - A	001 000 522 General Fund 68		31.94	FILTER WRENCH, FUEL FILTER
				31.94	WRENCH, FILTER
13906	04/26/202404/26/2024702		ON SCENE MEDICAL		
522 20 24 10	Physicals/Innoculation	001 000 522 General Fund 68		7,684.00	PHYSICALS (8)
				7,684.00	PHYSICALS (8)
13908	04/26/202404/26/2024242		OXARC		
522 70 31 00	Expendable Supplies - EMS	001 000 522 General Fund 68		13.79	CYLINDER RENTAL
				13.79	CYLINDER RENTAL
13909	04/26/202404/26/2024885		PACIFIC OFFICE AUTOMATION		
522 12 41 00	Contract Services	001 000 522 General Fund 68		167.20	COPIER USAGE - 12/30/23-3/30/24
				167.20	COPIER USAGE
13925	04/26/202404/26/2024649		PNC		
591 22 71 02	Capital Lease Principal	001 000 591 General Fund 68		112,120.19	LADDER TRUCK LEASE
592 22 83 02	Capital Lease Interest	001 000 591 General Fund 68		62,726.00	TRUCK LEASE
				49,394.19	TRUCK LEASE
13910	04/26/202404/26/2024833		RINGOLDE		
522 20 28 00	Uniforms (All Non-PPE)	001 000 522 General Fund 68		2,976.15	BALLCAPS, HATS, T-SHIRTS
				2,976.15	BALLCAPS, HATS, T-SHIRTS

# ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:55:15 Date: 04/17/2024  
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As Of: 04/26/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>13911 04/26/202404/26/2024293</b>					
			SEA WESTERN	1,487.56	BOOTS (3)
522 21 28 20	PPE - Protective Clothing	001 000 522 General Fund 68		1,487.56	BOOTS (3)
<b>13912 04/26/202404/26/2024305</b>					
			SNURE LAW OFFICE	352.00	LEGAL SERVICE
522 14 41 00	Legal Services	001 000 522 General Fund 68		352.00	LEGAL SERVICE
<b>13913 04/26/202404/26/2024324</b>					
			STATE AUDITOR'S OFFICE	11,489.36	ACCOUNTTABILITY AUDIT/INVESTIGATION
522 12 49 00	Memberships/Dues	001 000 522 General Fund 68		11,489.36	AUDIT/INVESTIGATION
<b>13923 04/26/202404/26/2024625</b>					
			STERICYCLE	130.53	EMS WASTE DISPOSAL
522 70 31 00	Expendable Supplies - EMS	001 000 522 General Fund 68		130.53	EMS WASTE DISPOSAL
<b>13914 04/26/202404/26/2024442</b>					
			STRYKER	1,872.92	AUTOLOADER INSTALL
522 70 48 00	Small Tools- Repairs & Maini	001 000 522 General Fund 68		1,872.92	AUTOLOADER INSTALL
<b>13915 04/26/202404/26/20241036</b>					
			SUNSTONE PSYCHOLOGICAL SERVICE	1,500.00	PSYCH EVAL

# ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:55:15 Date: 04/17/2024  
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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
522 20 24 10	Physicals/Innoculation		001 000 522 General Fund 68	1,500.00	PSYCH EVAL
Invoice					
030824				1,500.00	PSYCH EVAL
<b>13916 04/26/202404/26/2024680</b>	<b>SYSTEM DESIGN WEST</b>			<b>2,260.67</b>	<b>EMS (MAR) BILLING</b>
522 70 41 00	Ambulance Billing Service Fe		110 000 522 EMS Fund 6848	2,260.67	EMS (MAR) BILLING
Invoice					
20240379				2,260.67	EMS (MAR) BILLING
<b>13926 04/26/202404/26/2024475</b>	<b>US BANK</b>			<b>3,255.67</b>	<b>VISA-BORSCHOWA</b>
522 12 35 10	Office Computer Equipment		001 000 522 General Fund 68	304.35	MONITOR - GOODWIN
522 12 41 00	Contract Services		001 000 522 General Fund 68	1,834.40	SUBSCRIPTIONS
522 12 48 20	WebPage Maintenance		001 000 522 General Fund 68	4.92	WEBSITE SERVICES
522 21 35 10	Tools & Equipment -Suppre:		001 000 522 General Fund 68	204.36	BRACKETS/HARDWARD
522 24 31 00	Expendable Supplies - Radio		001 000 522 General Fund 68	13.50	PART TO INSTALL RADIO
522 45 43 03	Travel - Mileage&Air(EMS)		001 000 522 General Fund 68	45.66	UBER - RIDE TO AIRPORT
522 45 43 13	PerDiem & Lodging(EMS)		001 000 522 General Fund 68	590.71	PERDIEM - LODGING
522 60 32 00	Fuels		001 000 522 General Fund 68	53.11	FUEL
594 22 63 00	Capital Apparatus And Equip		001 000 594 General Fund 68	204.66	SHIPPING FOR BUMPER
Invoice					
BORS040824				3,255.67	VISA-BORSCHOWA
<b>13927 04/26/202404/26/2024475</b>	<b>US BANK</b>			<b>104.02</b>	<b>VISA-CARAWAY</b>
522 21 31 10	Supplies - Support Service		001 000 522 General Fund 68	104.02	REHAB SUPPLIES
Invoice					
CARA040824				104.02	VISA-CARAWAY
<b>13928 04/26/202404/26/2024475</b>	<b>US BANK</b>			<b>50.00</b>	<b>VISA-CARLYLE</b>
522 45 43 20	Registration Fees(Operati		001 000 522 General Fund 68	50.00	EVIP VIRTUAL TRNG-ESTRELLA
Invoice					
CARL040824				50.00	VISA-CARLYLE
<b>13929 04/26/202404/26/2024475</b>	<b>US BANK</b>			<b>1,016.00</b>	<b>VISA-HARPER</b>

# ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:55:15 Date: 04/17/2024  
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As Of: 04/26/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
522 45 43 00	Travel - Mileage & Air(Opera		001 000 522 General Fund 68	401.00	AIRFARE - GARRISON
522 45 43 99	Article 32 MED EMS Training		001 000 522 General Fund 68	615.00	EMS CONF - GARRISON
Invoice					
	HARP040824			1,016.00	VISA-HARPER
<b>13930 04/26/202404/26/2024475</b>	<b>US BANK</b>			<b>307.72</b>	<b>VISA-NEWTON</b>
522 60 35 00	Tools, Equipment & Parts - A		001 000 522 General Fund 68	307.72	AUTO PARTS
Invoice					
	NEWT040824			307.72	VISA-NEWTON
<b>13931 04/26/202404/26/2024475</b>	<b>US BANK</b>			<b>610.61</b>	<b>VISA-ROGERS</b>
522 12 42 40	Postage		001 000 522 General Fund 68	10.10	SHIPPING FOR IFSAC TESTS
522 21 31 10	Supplies - Support Service		001 000 522 General Fund 68	78.16	IFSAC FOI CANDIDATES LUNCH
522 45 31 00	Expendable Supplies - Traini		001 000 522 General Fund 68	15.21	EXAM PREP
522 45 43 20	Registration Fees(Operatio		001 000 522 General Fund 68	507.14	LEADERSHIP CONF-WAKEMAN
Invoice					
	ROGE040824			610.61	VISA-ROGERS
<b>13932 04/26/202404/26/2024475</b>	<b>US BANK</b>			<b>103.45</b>	<b>VISA-SHANNON</b>
522 12 31 10	Computer Software		001 000 522 General Fund 68	103.45	ADOBE PRO - PADEN
Invoice					
	SHAN040824			103.45	VISA-SHANNON
<b>13922 04/26/202404/26/2024974</b>	<b>VITAL RECORDS CONTROL</b>			<b>281.59</b>	<b>MONTHLY STORAGE FEE</b>
522 12 41 00	Contract Services		001 000 522 General Fund 68	281.59	MONTHLY FEE
Invoice					
	4165378PSC1			281.59	MONTHLY STORAGE FEE
<b>13918 04/26/202404/26/2024362</b>	<b>WA FIRE CHIEFS</b>			<b>625.00</b>	<b>2024 WFC CONF - CARLYLE</b>
522 45 43 21	Registration Fees(Admin)		001 000 522 General Fund 68	625.00	'24 WFC CONF - CARLYLE
Invoice					
	2258			625.00	2024 WFC CONF - CARLYLE

## ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:55:15 Date: 04/17/2024 Page: 8

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>13917 04/26/202404/26/2024403</b>					
<b>WA PUB EMP &amp; RETIRE SYS</b>				<b>25.00</b>	<b>OLD AGE &amp; SURVIVORS INSURANCE</b>
522 12 20 10	Benefits - Administrative	001 000 522	General Fund 68	25.00	OASI
<b>13919 04/26/202404/26/2024814</b>					
<b>WESTERN STATE EQUIPMENT PASCO</b>				<b>1,370.71</b>	<b>GENERATOR SET</b>
522 50 48 00	Repair & Maint. - Facilities	001 000 522	General Fund 68	1,370.71	GENERATOR SET
<b>13920 04/26/202404/26/2024473</b>					
<b>YAKIMA CO DEPT OF EMS</b>				<b>50.00</b>	<b>EMS EVAL COURSE - GAIDOS</b>
522 45 43 23	Registration Fees(EMS)	001 000 522	General Fund 68	50.00	COURSE - GAIDOS
<b>13921 04/26/202404/26/2024394</b>					
<b>YOKE'S FOODS</b>				<b>13.19</b>	<b>POSTAGE</b>
522 12 42 40	Postage	001 000 522	General Fund 68	13.19	POSTAGE
<b>13924 04/26/202404/26/2024907</b>					
<b>ZIPLY FIBER</b>				<b>643.06</b>	<b>DEDICATED PHONE LINES</b>
522 12 42 00	Phone Service	001 000 522	General Fund 68	643.06	DEDICATED PHONE LINES
<b>Report Total:</b>					
				190,658.90	
<b>Fund</b>					
				188,373.23	
				2,285.67	

ACCOUNTS PAYABLE

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:55:15 Date: 04/17/2024  
Page: 9

As Of: 04/26/2024

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
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We, the undersigned, do hereby certify that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against Benton County Fire District #4, and that we are authorized to authenticate and certify to said claim.

# WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:59:50 Date: 04/17/2024

04/26/2024 To: 04/26/2024

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
441	04/26/2024	Payroll	6841	1070	AFLAC	39.39	Pay Cycle(s) 04/01/2024 To 04/30/2024 - AFLAC
442	04/26/2024	Claims	6841	1071	AMAZON	245.02	OFFICE SUPPLIES
443	04/26/2024	Payroll	6841	1072	BENTON COUNTY 4 BENEVOLENT FUND	77.70	Pay Cycle(s) 04/01/2024 To 04/30/2024 - Benevolent Fund
444	04/26/2024	Claims	6841	1073	BOUND TREE MEDICAL	802.88	EMS SUPPLIES
445	04/26/2024	Claims	6841	1074	BPAS	6,000.00	HRA BENEFITS
446	04/26/2024	Claims	6841	1075	FREDERICK T BRINK	12.46	MILEAGE-ASSESSOR TRNG, BRINK
447	04/26/2024	Claims	6841	1076	BUDGET BLINDS	1,771.20	FINAL PAYMENT - BLINDS FOR STA420
448	04/26/2024	Claims	6841	1077	CHARTER COMMUNICATIONS	469.93	STA410/420 INTERNET
449	04/26/2024	Claims	6841	1078	CITY OF RICHLAND	9,250.00	DISPATCH SERVICE
450	04/26/2024	Payroll	6841	1079	DEPARTMENT OF LABOR & INDUSTRIES	25,481.29	1ST Quarter L&I: 01/01/2024 - 03/31/2024
451	04/26/2024	Claims	6841	1080	DEPARTMENT OF NATURAL RESOURCES	4,767.63	STA410 LEASE
452	04/26/2024	Payroll	6841	1081	DIMARTINO	1,403.30	Pay Cycle(s) 04/01/2024 To 04/30/2024 - LT Disab- Life
453	04/26/2024	Payroll	6841	1082	PFML EMPLOYMENT SECURITY DEPARTMENT	2,238.94	Pay Cycle(s) 01/01/2024 To 03/31/2024 - PFML
454	04/26/2024	Payroll	6841	1083	WA CARES FUND EMPLOYMENT SECURITY DEPARTMENT	4,102.90	Pay Cycle(s) 01/01/2024 To 03/31/2024 - LTC
455	04/26/2024	Payroll	6841	1084	EMPLOYMENT SECURITY DEPT (OASI)	1,949.29	1st Quarter Unemployment: 01/01/2024 - 03/31/2024
456	04/26/2024	Claims	6841	1085	FIRE 4 CHECKING ACCOUNT	25.00	AMBULANCE REFUND
457	04/26/2024	Claims	6841	1086	HOME DEPOT	248.18	SUPPLIES
458	04/26/2024	Payroll	6841	1087	IAFF LOCAL 1052	3,850.88	Pay Cycle(s) 04/01/2024 To 04/30/2024 - Union Dues
459	04/26/2024	Claims	6841	1088	IMAGE TREND	518.70	ELITE RESCUE VISUAL FEE
460	04/26/2024	Claims	6841	1089	ISOUTSORCE	6,706.05	MONITORING & BLOCK SUPPORT
461	04/26/2024	Claims	6841	1090	ISPYFIRE, INC	706.55	SUBSCRIPTION
462	04/26/2024	Claims	6841	1091	LIFE ASSIST	1,508.35	EMS SUPPLIES
463	04/26/2024	Claims	6841	1092	LIZ LOOMIS EASL, INC	6,000.00	COMMUNICATION
464	04/26/2024	Claims	6841	1093	MID-COLUMBIA FIRE & RESCUE	675.00	ART OF SMOKE/NOZZLE FORWARD TUITION - ROGERS, OROZCO
465	04/26/2024	Claims	6841	1094	JT AUTOMOTIVE NAPA AUTOMOTIVE PARTS INC	409.62	FILTERS, OIL, AIR CLEANERS, SPARK PLUG
466	04/26/2024	Claims	6841	1095	O'REILLY AUTO PARTS	31.94	FILTER WRENCH, FUEL FILTER
467	04/26/2024	Claims	6841	1096	ON SCENE MEDICAL	7,684.00	PHYSICALS (8)
468	04/26/2024	Claims	6841	1097	OXARC	13.79	CYLINDER RENTAL
469	04/26/2024	Claims	6841	1098	PACIFIC OFFICE AUTOMATION	167.20	COPIER USAGE - 12/30/23-3/30/24
470	04/26/2024	Claims	6841	1099	PNC	112,120.19	LADDER TRUCK LEASE
471	04/26/2024	Claims	6841	1100	RINGOLDE	2,976.15	BALLCAPS, HATS, T-SHIRTS
472	04/26/2024	Claims	6841	1101	SEA WESTERN	1,487.56	BOOTS (3)
473	04/26/2024	Claims	6841	1102	SNURE LAW OFFICE	352.00	LEGAL SERVICE
474	04/26/2024	Claims	6841	1103	STATE AUDITOR'S OFFICE	11,489.36	ACCOUNTABILITY AUDIT/INVESTIGATION
475	04/26/2024	Claims	6841	1104	STERICYCLE	130.53	EMS WASTE DISPOSAL
476	04/26/2024	Claims	6841	1105	STRYKER	1,872.92	AUTOLOADER INSTALL

# WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 11:59:50 Date: 04/17/2024

04/26/2024 To: 04/26/2024

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Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
477	04/26/2024	Claims	6841	1106	SUNSTONE PSYCHOLOGICAL SERVICE	1,500.00	PSYCH EVAL
478	04/26/2024	Claims	6841	1107	SYSTEM DESIGN WEST	2,260.67	EMS (MAR) BILLING
479	04/26/2024	Payroll	6841	1108	TRUSTEED PLANS SERVICE CORPORATION	30,293.21	Pay Cycle(s) 04/01/2024 To 04/30/2024 - Medical Insurance; Pay Cycle(s) 04/01/2024 To 04/30/2024 - Dental Insurance
480	04/26/2024	Claims	6841	1109	US BANK	5,447.47	VISA-BORSCHOWA; VISA-CARAWAY; VISA-CARLYLE; VISA-HARPER; VISA-NEWTON; VISA-ROGERS; VISA-SHANNON
481	04/26/2024	Claims	6841	1110	VITAL RECORDS CONTROL	281.59	MONTHLY STORAGE FEE
482	04/26/2024	Claims	6841	1111	WA FIRE CHIEFS	625.00	2024 WFC CONF - CARLYLE
483	04/26/2024	Claims	6841	1112	WA PUB EMP & RETIRE SYS	25.00	OLD AGE & SURVIVORS INSURANCE
484	04/26/2024	Claims	6841	1113	WESTERN STATE EQUIPMENT PASCO	1,370.71	GENERATOR SET
485	04/26/2024	Payroll	6841	1114	C/O BENEFIT SOLUTIONS INC WSCFF MEDICAL EXPENSE REIMBURSEMENT	3,300.00	Pay Cycle(s) 04/01/2024 To 04/30/2024 - MERP
486	04/26/2024	Claims	6841	1115	YAKIMA CO DEPT OF EMS	50.00	EMS EVAL COURSE - GAIDOS
487	04/26/2024	Claims	6841	1116	YOKE'S FOODS	13.19	POSTAGE
488	04/26/2024	Claims	6841	1117	ZIPLY FIBER	643.06	DEDICATED PHONE LINES
001 General Fund 6841						261,110.13	
110 EMS Fund 6848						2,285.67	
						263,395.80	Claims: 190,658.90 Payroll: 72,736.90

We, the undersigned, do hereby certify that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against Benton County Fire District #4, and that we are authorized to authenticate and certify to said claim.

Admin Staff \_\_\_\_\_ Secretary Patricia Kelly

Commissioners Mike Davis, David Davis

Approval Date 4/18/2024

# WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:02:39 Date: 04/17/2024

04/25/2024 To: 04/26/2024

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
398	04/26/2024	Payroll	6841	EFT	JOSHUA AMMANN	6,827.01	Mar Pay FLSA 2/5-3/3
399	04/26/2024	Payroll	6841	EFT	BRADLEY E ANDREWS	7,048.85	Mar Pay FLSA 2/5-3/3
400	04/26/2024	Payroll	6841	EFT	CORAL L BEARS	928.12	Mar Pay FLSA 2/5-3/3
401	04/26/2024	Payroll	6841	EFT	CHERYL A BOOTH	2,903.83	Mar Pay FLSA 2/5-3/3
402	04/26/2024	Payroll	6841	EFT	DANA M BORSCHOWA	99.73	Mar Pay FLSA 2/5-3/3
403	04/26/2024	Payroll	6841	EFT	MATTHEW J BORSCHOWA	9,545.10	Mar Pay FLSA 2/5-3/3
404	04/26/2024	Payroll	6841	EFT	FREDERICK T BRINK	1,451.83	Mar Pay FLSA 2/5-3/3
405	04/26/2024	Payroll	6841	EFT	ED R CARAWAY	465.44	Mar Pay FLSA 2/5-3/3
406	04/26/2024	Payroll	6841	EFT	PAUL E CARLYLE	8,599.80	Mar Pay FLSA 2/5-3/3
407	04/26/2024	Payroll	6841	EFT	AMANDA K DERITIS	4,921.85	Mar Pay FLSA 2/5-3/3
408	04/26/2024	Payroll	6841	EFT	MONTE R ELMORE	113.36	Mar Pay FLSA 2/5-3/3
409	04/26/2024	Payroll	6841	EFT	MANUEL I ESTRELLA	5,597.89	Mar Pay FLSA 2/5-3/3
410	04/26/2024	Payroll	6841	EFT	CODY R FLOWERS	4,394.89	Mar Pay FLSA 2/5-3/3
411	04/26/2024	Payroll	6841	EFT	KEVIN G GAIDOS	6,279.18	Mar Pay FLSA 2/5-3/3
412	04/26/2024	Payroll	6841	EFT	KAILEE M GARRISON-EHREDT	5,476.15	Mar Pay FLSA 2/5-3/3
413	04/26/2024	Payroll	6841	EFT	JARON D GIBSON	3,780.48	Mar Pay FLSA 2/5-3/3
414	04/26/2024	Payroll	6841	EFT	JARON D-V GIBSON	531.94	Mar Pay FLSA 2/5-3/3
415	04/26/2024	Payroll	6841	EFT	GARRETT S GOODWIN	1,237.99	Mar Pay FLSA 2/5-3/3
416	04/26/2024	Payroll	6841	EFT	REX J GREEN	80.11	Mar Pay FLSA 2/5-3/3
417	04/26/2024	Payroll	6841	EFT	DAWSEN O HALL	429.43	Mar Pay FLSA 2/5-3/3
418	04/26/2024	Payroll	6841	EFT	THOMAS R HARPER	7,624.74	Mar Pay FLSA 2/5-3/3
419	04/26/2024	Payroll	6841	EFT	JOSHUA J HARRISON		Mar Pay FLSA 2/5-3/3
420	04/26/2024	Payroll	6841	EFT	KYLE C HART	5,477.41	Mar Pay FLSA 2/5-3/3
421	04/26/2024	Payroll	6841	EFT	NATANIA M JOHNSTON	29.56	Mar Pay FLSA 2/5-3/3
422	04/26/2024	Payroll	6841	EFT	ABIGAIL E KNOX	816.92	Mar Pay FLSA 2/5-3/3
423	04/26/2024	Payroll	6841	EFT	JAMES A LONGIE	8,418.07	Mar Pay FLSA 2/5-3/3
424	04/26/2024	Payroll	6841	EFT	OWEN J MILLER	526.39	Mar Pay FLSA 2/5-3/3
425	04/26/2024	Payroll	6841	EFT	RAYMOND J NEWTON	7,234.09	Mar Pay FLSA 2/5-3/3
426	04/26/2024	Payroll	6841	EFT	WYATT M OROZCO	5,357.27	Mar Pay FLSA 2/5-3/3
427	04/26/2024	Payroll	6841	EFT	CONNOR L OVERSON	886.56	Mar Pay FLSA 2/5-3/3
428	04/26/2024	Payroll	6841	EFT	BILLIE J PADEN-LILLY	7,092.76	Mar Pay FLSA 2/5-3/3
429	04/26/2024	Payroll	6841	EFT	RUSSELL A POSEGATE	96.97	Mar Pay FLSA 2/5-3/3
430	04/26/2024	Payroll	6841	EFT	GARRETT M PREMEL	7,397.29	Mar Pay FLSA 2/5-3/3
431	04/26/2024	Payroll	6841	EFT	ALLEN L PUTZ	7,726.48	Mar Pay FLSA 2/5-3/3
432	04/26/2024	Payroll	6841	EFT	KYLE M RICHE	21.40	Mar Pay FLSA 2/5-3/3
433	04/26/2024	Payroll	6841	EFT	BONNIE M ROGERS	9,266.82	Mar Pay FLSA 2/5-3/3
434	04/26/2024	Payroll	6841	EFT	ROBERT C SHANNON	7,306.39	Mar Pay FLSA 2/5-3/3
435	04/26/2024	Payroll	6841	EFT	MICHAEL A VAN BEEK	739.16	Mar Pay FLSA 2/5-3/3
436	04/26/2024	Payroll	6841	EFT	ANTHONY G VINING	7,533.42	Mar Pay FLSA 2/5-3/3
437	04/26/2024	Payroll	6841	EFT	BRIAN P WAKEMAN	6,144.41	Mar Pay FLSA 2/5-3/3
438	04/26/2024	Payroll	6841	EFT	JACOB M WALTON	5,180.17	Mar Pay FLSA 2/5-3/3
439	04/26/2024	Payroll	6841	EFT	CLAYTON A WHITBY	498.69	Mar Pay FLSA 2/5-3/3
440	04/26/2024	Payroll	6841	EFT	CODY WINTERS	6,863.66	Mar Pay FLSA 2/5-3/3
489	04/25/2024	Payroll	6841	EFT	EFTPS- IRS Payroll Taxes	40,500.86	941 Deposit for Pay Cycle(s) 04/01/2024 - 04/30/2024
490	04/25/2024	Payroll	6841	EFT	WA PUB EMP & RETIRE SYS	55,037.95	Pay Cycle(s) 04/01/2024 To 04/30/2024 - LEOFF II - D097; Pay Cycle(s) 04/01/2024 To 04/30/2024 - DCP-899T76; Pay Cycle(s) 04/01/2024 To 04/30/2024 - PERS 2 - 4778; Pay Cycle(s) 04/01/2024 To 04/30/202

001 General Fund 6841

268,490.42

268,490.42 Payroll: 268,490.42

## WARRANT/CHECK REGISTER

BENTON COUNTY FIRE PROTECTION DISTRICT #4

Time: 12:02:39 Date: 04/17/2024

04/25/2024 To: 04/26/2024

Page: 2

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
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We, the undersigned, do hereby certify that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against Benton County Fire District #4, and that we are authorized to authenticate and certify to said claim.

Admin Staff \_\_\_\_\_ Secretary B. Paden Kelly

Commissioners Mike Edwards, \_\_\_\_\_

Approval Date 4/18/2024

## Budget Expenditure Report

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:17:09 Date: 04/17/2024

Page: 1

001 General Fund 6841

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>522 Fire Control</b>				
522 11 10 10 Salary - Comm 1 (Van Beek)	9,000.00	1,994.00	7,006.00	22.2%
522 11 10 20 Salary-Comm 2 (Goodwin)	9,000.00	3,666.00	5,334.00	40.7%
522 11 10 30 Salary-Comm 3 (Brink)	9,000.00	3,604.00	5,396.00	40.0%
522 11 20 10 Benefits - Comm 1 (Van Beek)	1,000.00	154.96	845.04	15.5%
522 11 20 20 Benefits - Comm 2 (Goodwin)	1,000.00	285.72	714.28	28.6%
522 11 20 30 Benefits - Comm 3 (Brink)	1,000.00	282.72	717.28	28.3%
522 11 43 00 Travel-Mileage & Airfare	2,000.00	563.06	1,436.94	28.2%
522 11 43 30 Travel - Per Diem & Lodging	5,100.00	678.71	4,421.29	13.3%
522 11 43 31 Registration Fees	3,300.00	315.00	2,985.00	9.5%
<b>011 Legislative</b>	<b>40,400.00</b>	<b>11,544.17</b>	<b>28,855.83</b>	<b>28.6%</b>
522 12 10 10 Salary - Administration	484,108.00	144,701.18	339,406.82	29.9%
522 12 10 60 Overtime - Administrative	10,000.00	0.00	10,000.00	0.0%
522 12 20 04 HRA Benefits	9,000.00	1,880.00	7,120.00	20.9%
522 12 20 10 Benefits - Administrative	85,420.00	19,489.33	65,930.67	22.8%
522 12 20 60 Benefits - OT Administration	2,000.00	0.00	2,000.00	0.0%
522 12 24 20 Volunteer Pension & Relief Fund	6,600.00	2,730.00	3,870.00	41.4%
522 12 29 20 Volunteer Recognition	4,000.00	95.73	3,904.27	2.4%
522 12 29 30 Volunteer Association	3,500.00	3,430.00	70.00	98.0%
522 12 31 00 Expendable Office Supplies	3,750.00	958.95	2,791.05	25.6%
522 12 31 10 Computer Software	1,980.00	103.45	1,876.55	5.2%
522 12 35 00 Office Tools & Equipment	4,000.00	0.00	4,000.00	0.0%
522 12 35 10 Office Computer Equipment	25,600.00	11,634.24	13,965.76	45.4%
522 12 41 00 Contract Services	97,000.00	47,555.36	49,444.64	49.0%
522 12 41 10 Financial Services Contract(SPRINGBROOK)	30,000.00	2,750.00	27,250.00	9.2%
522 12 41 20 Professional Services	45,000.00	11,893.15	33,106.85	26.4%
522 12 42 00 Phone Service	12,000.00	4,353.54	7,646.46	36.3%
522 12 42 10 Cellular Phone Service	14,500.00	2,652.65	11,847.35	18.3%
522 12 42 40 Postage	1,500.00	246.50	1,253.50	16.4%
522 12 44 00 Advertising/Notices/Recruiting	2,000.00	313.66	1,686.34	15.7%
522 12 45 00 Equipment Lease/Maint	10,200.00	2,811.67	7,388.33	27.6%
522 12 46 00 District Insurance	120,084.00	372.00	119,712.00	0.3%
522 12 48 20 WebPage Maintenance	850.00	340.36	509.64	40.0%
522 12 49 00 Memberships/Dues	18,700.00	27,032.13	(8,332.13)	144.6%
522 12 49 10 Taxes And Irrigation Fees	150.00	115.37	34.63	76.9%
522 12 49 20 State Auditor	30,000.00	22,921.24	7,078.76	76.4%
<b>012 Administrative</b>	<b>1,021,942.00</b>	<b>308,380.51</b>	<b>713,561.49</b>	<b>30.2%</b>
522 13 41 00 Levy Publication Services	72,000.00	17,009.95	54,990.05	23.6%
522 13 49 00 Commissioner Elections	10,000.00	0.00	10,000.00	0.0%
<b>013 Election</b>	<b>82,000.00</b>	<b>17,009.95</b>	<b>64,990.05</b>	<b>20.7%</b>
522 14 41 00 Legal Services	25,000.00	7,117.54	17,882.46	28.5%
<b>014 Legal</b>	<b>25,000.00</b>	<b>7,117.54</b>	<b>17,882.46</b>	<b>28.5%</b>
522 20 10 10 Mobilization Wages	30,000.00	0.00	30,000.00	0.0%
522 20 20 10 Mobilization Benefits	9,000.00	0.00	9,000.00	0.0%
522 20 24 10 Physicals/Innocation	63,000.00	11,598.00	51,402.00	18.4%
522 20 28 00 Uniforms (All Non-PPE)	36,000.00	6,907.41	29,092.59	19.2%
522 20 31 00 Expendable Incident Supplies	500.00	0.00	500.00	0.0%
522 20 35 00 Tools & Equipment	2,500.00	0.00	2,500.00	0.0%
522 20 41 00 Assessment Fees	6,000.00	0.00	6,000.00	0.0%

# Budget Expenditure Report

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:17:09 Date: 04/17/2024

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001 General Fund 6841

01/01/2024 To: 12/31/2024

Expenditures		Amt Budgeted	Expenditures	Remaining	
522 Fire Control					
522 20 48 00	Uniform Maintenance	1,000.00	0.00	1,000.00	0.0%
020 Operations		148,000.00	18,505.41	129,494.59	12.5%
522 21 10 10	Salary - Firefighters	2,503,574.00	802,177.03	1,701,396.97	32.0%
522 21 10 71	Overtime - Firefighters	260,000.00	68,220.24	191,779.76	26.2%
522 21 10 80	Resident Reimbursement	100,000.00	7,395.00	92,605.00	7.4%
522 21 10 90	Volunteer Reimbursement	66,000.00	19,998.00	46,002.00	30.3%
522 21 20 04	HRA Benefits	69,000.00	21,370.00	47,630.00	31.0%
522 21 20 10	Benefits - Firefighters	722,136.00	202,556.21	519,579.79	28.0%
522 21 20 71	Benefits - Overtime FF	67,600.00	15,683.34	51,916.66	23.2%
522 21 20 80	Benefits - Resident Reimbursement	6,000.00	565.73	5,434.27	9.4%
522 21 20 90	Benefits - Volunteer	6,000.00	1,534.98	4,465.02	25.6%
522 21 28 20	PPE - Protective Clothing	70,000.00	3,085.63	66,914.37	4.4%
522 21 31 00	Expendable Supplies - Suppression	0.00	361.55	(361.55)	0.0%
522 21 31 10	Supplies - Support Service	4,000.00	958.93	3,041.07	24.0%
522 21 35 10	Tools & Equipment -Suppression	5,750.00	967.24	4,782.76	16.8%
522 21 35 11	Hose Replacement	12,075.00	6,557.62	5,517.38	54.3%
522 21 35 12	Nozzle Replacement	10,005.00	1,875.01	8,129.99	18.7%
522 21 35 13	Tools - Support Service	5,000.00	0.00	5,000.00	0.0%
522 21 41 00	Professional Services	12,000.00	0.00	12,000.00	0.0%
522 21 48 00	Equipment Repair & Maint	1,550.00	0.00	1,550.00	0.0%
522 21 48 10	Fire Extinguisher Maint	1,600.00	0.00	1,600.00	0.0%
522 21 48 80	SCBA Air Compressor	1,000.00	0.00	1,000.00	0.0%
522 21 48 90	SCBA Repair/Maintenance	2,000.00	3,656.67	(1,656.67)	182.8%
021 Suppression		3,925,290.00	1,156,963.18	2,768,326.82	29.5%
522 24 31 00	Expendable Supplies - Radios	500.00	68.99	431.01	13.8%
522 24 35 00	Non-Expendable Supplies - Radios	70,000.00	115.06	69,884.94	0.2%
522 24 41 00	Dispatch Services	115,000.00	37,000.00	78,000.00	32.2%
522 24 41 10	VHF Maintenance Fee	16,799.30	0.00	16,799.30	0.0%
522 24 48 00	Repair & Maintenance - Radios	5,000.00	0.00	5,000.00	0.0%
024 Communications		207,299.30	37,184.05	170,115.25	17.9%
522 30 31 00	Expendable Supplies-Prevention	10,000.00	243.58	9,756.42	2.4%
522 30 31 10	Smoke Alarm Program	1,000.00	0.00	1,000.00	0.0%
522 30 35 00	Tools & Equipment - Prevention	1,500.00	0.00	1,500.00	0.0%
522 30 48 00	Repair & Maintenance - Prevention	100.00	0.00	100.00	0.0%
522 30 48 10	Newsletter/Education Flyers	1,000.00	0.00	1,000.00	0.0%
030 Public Information		13,600.00	243.58	13,356.42	1.8%
522 45 31 00	Expendable Supplies - Training	10,000.00	315.19	9,684.81	3.2%
522 45 31 10	Training Computer Software	15,000.00	0.00	15,000.00	0.0%
522 45 35 00	Tools & Equipment - Training	7,000.00	295.69	6,704.31	4.2%
522 45 41 00	Professional Service	1,500.00	0.00	1,500.00	0.0%
522 45 43 00	Travel - Mileage & Air(Operations)	3,500.00	1,058.75	2,441.25	30.3%
522 45 43 01	Travel - Mileage&Air(Admin)	2,400.00	0.00	2,400.00	0.0%
522 45 43 03	Travel - Mileage&Air(EMS)	6,500.00	342.06	6,157.94	5.3%
522 45 43 04	Travel -Mileage&Air(Safety)	1,200.00	22.86	1,177.14	1.9%
522 45 43 10	PerDiem & Lodging(Operations)	11,000.00	264.14	10,735.86	2.4%
522 45 43 11	PerDiem & Lodging(Admin)	6,800.00	0.00	6,800.00	0.0%
522 45 43 13	PerDiem & Lodging(EMS)	8,000.00	1,210.40	6,789.60	15.1%
522 45 43 14	PerDiem & Lodging(Safety)	2,500.00	1,100.05	1,399.95	44.0%

# Budget Expenditure Report

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:17:09 Date: 04/17/2024

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001 General Fund 6841

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>522 Fire Control</b>				
522 45 43 20 Registration Fees(Operations)	26,000.00	5,113.28	20,886.72	19.7%
522 45 43 21 Registration Fees(Admin)	3,500.00	1,175.00	2,325.00	33.6%
522 45 43 23 Registration Fees(EMS)	7,900.00	858.04	7,041.96	10.9%
522 45 43 24 Registration Fees(Safety)	2,000.00	525.00	1,475.00	26.3%
522 45 43 30 Tuition Reimbursement	12,000.00	0.00	12,000.00	0.0%
522 45 43 98 Career Tuition	15,000.00	1,811.08	13,188.92	12.1%
522 45 43 99 Article 32 MED EMS Training	34,500.00	1,065.00	33,435.00	3.1%
<b>045 Training</b>	<b>176,300.00</b>	<b>15,156.54</b>	<b>161,143.46</b>	<b>8.6%</b>
522 50 31 00 Expendable Supplies -Facilities	7,500.00	3,173.25	4,326.75	42.3%
522 50 35 00 Tools & Equipment - Facilities	7,000.00	7,050.09	(50.09)	100.7%
522 50 45 00 Lease-Sta 410	5,000.00	4,767.63	232.37	95.4%
522 50 47 10 Electricity	38,000.00	11,419.52	26,580.48	30.1%
522 50 47 20 Water/Sewer/Natural Gas	25,000.00	3,650.01	21,349.99	14.6%
522 50 48 00 Repair & Maint. - Facilities	70,000.00	13,279.91	56,720.09	19.0%
<b>050 Facilities</b>	<b>152,500.00</b>	<b>43,340.41</b>	<b>109,159.59</b>	<b>28.4%</b>
522 60 31 00 Expendable Supplies - Automotive	3,000.00	1,217.57	1,782.43	40.6%
522 60 32 00 Fuels	58,300.00	9,009.79	49,290.21	15.5%
522 60 35 00 Tools, Equipment & Parts - Automotive	5,350.00	1,526.64	3,823.36	28.5%
522 60 48 00 3rd party repair & Maint. - Automotive	112,125.00	35,405.76	76,719.24	31.6%
<b>060 Automotive</b>	<b>178,775.00</b>	<b>47,159.76</b>	<b>131,615.24</b>	<b>26.4%</b>
522 70 31 00 Expendable Supplies - EMS	60,000.00	20,785.77	39,214.23	34.6%
522 70 35 00 Small Tools & Minor Equip	10,800.00	1,339.40	9,460.60	12.4%
522 70 41 02 EMS Assessment Fee	5,000.00	1,531.53	3,468.47	30.6%
522 70 41 10 Contract Services - EMS	121,200.00	5,208.37	115,991.63	4.3%
522 70 48 00 Small Tools- Repairs & Maintenance	0.00	1,872.92	(1,872.92)	0.0%
<b>070 EMS</b>	<b>197,000.00</b>	<b>30,737.99</b>	<b>166,262.01</b>	<b>15.6%</b>
<b>522 Fire Control</b>	<b>6,168,106.30</b>	<b>1,693,343.09</b>	<b>4,474,763.21</b>	<b>27.5%</b>
<b>589 Payroll Clearing</b>				
589 90 00 00 Payroll Clearing	0.00	1,893.75	(1,893.75)	0.0%
<b>589 Payroll Clearing</b>	<b>0.00</b>	<b>1,893.75</b>	<b>(1,893.75)</b>	<b>0.0%</b>
<b>591 Debt Service</b>				
591 22 71 02 Capital Lease Principal	62,726.00	62,726.00	0.00	100.0%
592 22 83 02 Capital Lease Interest	49,395.00	49,394.19	0.81	100.0%
<b>591 Debt Service</b>	<b>112,121.00</b>	<b>112,120.19</b>	<b>0.81</b>	<b>100.0%</b>
<b>594 Capital Expenditures</b>				
594 22 62 00 Captial Building	22,055.00	0.00	22,055.00	0.0%
594 22 63 00 Capital Apparatus And Equipment	400,693.00	348,034.64	52,658.36	86.9%
<b>022 Capital</b>	<b>422,748.00</b>	<b>348,034.64</b>	<b>74,713.36</b>	<b>82.3%</b>

## Budget Expenditure Report

BENTON COUNTY FIRE PROTECTION DISTRICT

Time: 12:17:09 Date: 04/17/2024

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001 General Fund 6841

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures				
594 Capital Expenditures	422,748.00	348,034.64	74,713.36	82.3%
597 Interfund Transfers				
597 00 01 61 Transfer Out To 601	425,670.00	0.00	425,670.00	0.0%
597 Interfund Transfers	425,670.00	0.00	425,670.00	0.0%
<b>Fund Expenditures:</b>	<b>7,128,645.30</b>	<b>2,155,391.67</b>	<b>4,973,253.63</b>	<b>30.2%</b>
<b>Fund Excess/(Deficit):</b>	<b>(7,128,645.30)</b>	<b>(2,155,391.67)</b>		

## Budget Expenditure Report

BENTON COUNTY FIRE PROTECTION DISTRICT

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110 EMS Fund 6848

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
522 Fire Control				
522 70 35 10 Small Tools And Minor Equipment	0.00	110.07	(110.07)	0.0%
522 70 41 00 Ambulance Billing Service Fee	0.00	5,903.02	(5,903.02)	0.0%
522 70 41 20 Ambulance Over Payment	0.00	225.00	(225.00)	0.0%
522 70 48 10 Equipment Repairs & Maintenance	3,000.00	0.00	3,000.00	0.0%
522 Fire Control	3,000.00	6,238.09	(3,238.09)	207.9%
597 Interfund Transfers				
597 00 01 10 Transfer Out To 001	2,614,828.00	0.00	2,614,828.00	0.0%
597 Interfund Transfers	2,614,828.00	0.00	2,614,828.00	0.0%
<b>Fund Expenditures:</b>	<b>2,617,828.00</b>	<b>6,238.09</b>	<b>2,611,589.91</b>	<b>0.2%</b>
<b>Fund Excess/(Deficit):</b>	<b>(2,617,828.00)</b>	<b>(6,238.09)</b>		

## Budget Expenditure Report

BENTON COUNTY FIRE PROTECTION DISTRICT

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201 EMS Bond Fund 6842

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Service				
591 22 71 01 Bond Principal Payment	205,000.00	0.00	205,000.00	0.0%
592 22 83 01 Bond Interest Payment	266,900.00	0.00	266,900.00	0.0%
591 Debt Service	471,900.00	0.00	471,900.00	0.0%
<b>Fund Expenditures:</b>	<b>471,900.00</b>	<b>0.00</b>	<b>471,900.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(471,900.00)</b>	<b>0.00</b>		

## Budget Expenditure Report

BENTON COUNTY FIRE PROTECTION DISTRICT

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401 Construction Fund 6844

01/01/2024 To: 12/31/2024

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 22 62 01	Building Upgrade	300,000.00	0.00	300,000.00	0.0%
594 Capital Expenditures		300,000.00	0.00	300,000.00	0.0%
Fund Expenditures:		300,000.00	0.00	300,000.00	0.0%
Fund Excess/(Deficit):		(300,000.00)	0.00		

## Budget Expenditure Report

BENTON COUNTY FIRE PROTECTION DISTRICT

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601 Reserve Fund 6846

01/01/2024 To: 12/31/2024

Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures				
594 22 63 51 Capital Apparatus	400,000.00	0.00	400,000.00	0.0%
594 Capital Expenditures	400,000.00	0.00	400,000.00	0.0%
<b>Fund Expenditures:</b>	<b>400,000.00</b>	<b>0.00</b>	<b>400,000.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(400,000.00)</b>	<b>0.00</b>		

## Budget Expenditure Report

BENTON COUNTY FIRE PROTECTION DIS

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund 6841	0.00	0.00	0.0%	7,128,645.30	2,155,391.67	30%
110 EMS Fund 6848	0.00	0.00	0.0%	2,617,828.00	6,238.09	0%
201 EMS Bond Fund 6842	0.00	0.00	0.0%	471,900.00	0.00	0%
401 Construction Fund 6844	0.00	0.00	0.0%	300,000.00	0.00	0%
601 Reserve Fund 6846	0.00	0.00	0.0%	400,000.00	0.00	0%
	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>10,918,373.30</u>	<u>2,161,629.76</u>	<u>19.8%</u>



## **WILDFIRE**

### **FORESTLAND RESPONSE AGREEMENT DEPARTMENT OF NATURAL RESOURCES (DNR) NO. 93-107061**

**PI:** 221,222,223

**Funding Source:** State

**Grant Funded:** ☐ Yes ☒ No

**Procurement method:** : ☒ Exempt, Department of Enterprise Services, Sole Source Contract  
Policy No. POL-DES-140-00, Section 5, Item 2, RCW 39.26.125(10)

This Agreement is entered into between the state of Washington, Department of Natural Resources, Southeast Region, hereinafter referred to as "DNR or AGENCY", and the below named Fire Protection District/Department, hereinafter referred to as District/Department."

**Benton County Fire Protection District #4**

2604 Bombing Range Rd.

West Richland, WA 99353

**Phone:** 509-967-2945

**Email:** pcarlyle@bcfd4.org

**Statewide Vendor # (SWV):** 0104007

**Authority:** This Agreement is entered into by DNR under the authority of RCW 76.04.015, RCW 76.04.135 and RCW 76.04.610(3); and by the District/Department under the authority of RCW 52.12.031, RCW 52.12.125 and RCW 35.21.010; and DNR and District/Department in conformity with RCW 39.34, the Interlocal Cooperation Act.

In consideration of the terms, conditions and covenants contained herein, or attached and incorporated and made a part hereof, the Parties mutually agree as follows:

- 1. Purpose:** The purpose of this Agreement is to (1) provide for mutual assistance and cooperation in the control and suppression of forestland fire and therefore to contract for the District/Department to provide fire protection services to an area within the jurisdiction of DNR and located in, or adjacent to, the District/Department and to contract for the DNR to assist in fire protection services on forestland within District/Department jurisdiction; and (2) dispatch and pay for fire service resources outside the fire service

District/Department jurisdictional boundaries for wildfire and prescribed (RX) fire dispatch.

2. **Scope:** This Agreement pertains to forestland fire incidents within or adjacent to the District/Department boundaries and to District/Department resources ordered through the DNR Region or Division for dispatch outside of District/Department boundaries for support provided by DNR as outlined in Attachment A – Operational Guidelines for Resources ordered through the DNR Region or Division for dispatch outside of District/Department boundaries.
3. **Term.** The term of this agreement is 4/8/2024, or date of execution, whichever is later, through 12/31/2028.
4. **Jurisdictional Responsibility:** Within or adjacent to the District/Department boundaries, the statutory jurisdictional responsibility for fire control on forestland varies. It may be:
  - (1) **Sole DNR Jurisdiction:** Land subject to Forest Fire Protection Assessment and District/Department is NOT collecting fire protection levy
  - (2) **Sole District/Department Jurisdiction:** Land subject to District/Department fire protection levy and not subject to Forest Fire Protection Assessment.
  - (3) **Joint Jurisdiction:** Land subject to Forest Fire Protection Assessment and the District/Department is collecting fire protection levy.
5. **Mutual Aid Fire Incident Response:**
  - (1) **Sole DNR Jurisdiction:** In the event of a fire emergency in a sole DNR jurisdiction area, the DNR will respond. The District/Department may respond to provide immediate control action, minimize fire loss, and thereby indirectly protect its own jurisdiction area. DNR may request response from the District/Department to gain timely initial attack and control action, or to supplement DNR resources.
  - (2) **Sole District/Department Jurisdiction:** In the event of a fire emergency in a sole District/Department jurisdiction area, the District/Department will respond. DNR may respond to provide immediate control action, minimize fire loss, and thereby indirectly protect its own jurisdiction area. The District/Department may request that DNR provide supplemental resources for fire emergency operations and support.
  - (3) **Joint Jurisdiction:** In the event of a fire emergency in a joint jurisdiction area, both DNR and the District/Department will respond, subject to the availability of resources.
6. **Off-Season Incidents:** For this Agreement, no incident will be considered off-season. Fire season will be January 1-December 31 each year.

**7. Command:**

- (1) **Sole DNR Jurisdiction Incidents:** When the District/Department is the first arriving agency, the District/Department on-site initial responders shall establish command until released by a representative of DNR.
- (2) **Sole District/Department Jurisdictional Incidents:** When DNR is the first arriving agency, the DNR on-site initial responders shall establish command until released by a representative of the District/Department.
- (3) **Joint Jurisdiction Incidents:** The first arriving agency initial responders shall establish command, and, upon the arrival of the other agency, unified command will be established and used for incident management.

**8. Fire Control and Suppression Definitions:**

- (1) **Forestland:** As the term is defined by RCW 76.04.005.
- (2) **Ordering:** Prior to the arrival of DNR at the incident, the initial attack incident commander may order special resources through DNR. That decision shall be documented, and payment authorized (see Section 11 and 12 of this Agreement) by DNR prior to the mobilization of special resources.
- (3) **Special Resources:** Air resources, dozers, heavy equipment, or other resources deemed necessary to contain and control the fire.

**9. Operation Guidelines:**

- (1) **Forestland Response:** Representatives of the District/Department and DNR may mutually develop operation guidelines that provide principles, direction and guidance for the conduct of fire control operations related to forest land response. The operation guidelines shall be reviewed at least annually and revised as necessary to achieve cooperation and understanding.
- (2) **DNR Dispatch:** See Attachment A - Operation Guidelines for resources ordered through the DNR Region or Division for dispatch outside of the District/Department jurisdictional boundaries; which is incorporated by reference herein.
- (3) **Prescribed (RX) Fire Dispatch:** See Attachment A – Operational Guidelines for resources ordered through the DNR Region or Division for dispatch outside of the District/Department jurisdictional boundaries; which is incorporated by reference herein. The guidelines for Fire Dispatch are the same, whether that be for a Wildland Fire Incident or Prescribed Fire.

**10. Fire Investigation:** The District/Department and DNR agree to protect the origin area of any fire to the best of its ability. Fires will be jointly investigated when an incident originated in a joint jurisdiction area. A DNR fire investigator may investigate fires

originating on, spreading to or threatening land subject to Forest Fire Protection Assessment (i.e., sole DNR or joint jurisdiction areas).

**11. Costs:**

- (1) **Charges Not Required:** One purpose of this Agreement is mutual assistance and cooperation in the control and suppression of fires (see Section 1 - Purpose). In most instances, resource costs will not be charged to the other party. However, there may be circumstances or conditions where the District/Department or DNR desires or is required to charge, or request reimbursement, for resource costs as described in Subsections (2), (3), (4), and (5) below.
- (2) **Sole DNR Jurisdiction:** If the District/Department responds, DNR will pay for District/Department personnel and equipment costs outside of mutual aid unless otherwise negotiated.
- (3) **Sole District/Department Jurisdiction:** If DNR responds, the District/Department will pay for DNR personnel and equipment costs outside of mutual aid unless otherwise negotiated.
- (4) **Joint Jurisdiction:** Initial attack through complete extinguishment of the fire, each party will pay its own costs.
- (5) **DNR Dispatch:** If District/Department personnel is dispatched by DNR outside of District/Department jurisdictional boundaries, DNR will pay for District/Department personnel and equipment costs.

**12. Cost Reimbursement Procedures:**

- (1) **Forestland Response:** Provisions within this Agreement for reimbursement of costs related to forest land response are subject to the following conditions:
  - (a) Notice: Prior to costs being incurred as allowed by this Agreement (other than DNR Dispatch), notice of such expenditure must be given to DNR of the requesting agency prior to the expenditure or commitment of funds.
  - (b) Invoice: Any resource provider costs, which are to be billed, must be invoiced within sixty (60) business days of the last date of incurred expense for the incident.
- (2) **DNR Dispatch:** Provisions within this Agreement for reimbursement of costs related to DNR dispatch are outlined in Attachment A - Operation Guidelines for resources ordered through the DNR Region or Division for dispatch outside of the District/Department jurisdictional boundaries; which is incorporated by reference herein.

**13. Cost Reimbursement Rates:**

- (1) **Forestland Response:**

(a) Equipment costs shall be paid to the resource provider at the DNR Wage and Equipment Rates or as otherwise agreed to in writing by the respective authorized agency representatives.

(b) Career/permanent and seasonal personnel costs will be reimbursed to the resource provider at the resource provider's actual total cost. This will include backfill costs as outlined in the State Mobilization Plan.

**(2) DNR Dispatch:**

Cost reimbursement rates related to DNR dispatch are outlined in Attachment A - Operation Guidelines for resources ordered through the DNR Region or Division for dispatch outside of the District/Department boundaries.

14. **Insurance:** DNR is an agency of the state of Washington and is therefore self-insured under the State's Self-Insurance Liability Program. The District/Department shall, at all times during the term of this Agreement at its sole cost and expense, buy and maintain insurance of the types and amounts listed below. Failure to buy and maintain the required insurance may result in the termination of the Agreement at DNR's option. If the District/Department is self-insured, evidence of its status as self-insured will be provided to DNR, and if deemed acceptable by DNR, shall satisfy the insurance requirements specified by this Section. The limits of insurance to be bought and maintained by the District/Department shall not be less than as follows:

**Minimum Coverage Requirements:** These limits may not be sufficient to cover all liability losses and related claim settlement expenses. Purchase of these minimum limits of coverage does not relieve the District/Department from liability for losses and settlement expenses greater than these amounts. DNR shall not be charged for the cost for insurance coverage(s).

District/Department is required to purchase insurance for a period of 36 months after completion of this Agreement. This requirement may be satisfied by the continuous purchase of an extended agreement. This requirement may be satisfied by the continuous purchase of an extended reporting period. During the term of the Agreement, District/Department must purchase and maintain the insurance coverage and limits specified below:

- (1) **Commercial General Liability (CGL) Insurance or District/Department Equivalent.** District/Department must purchase and maintain CGL on an Insurance Services Office (ISO) form CG 00 01 or equivalent form, covering liability arising from premises, operations, independent contractors, personal injury, products-completed operations, and liability assumed under an insured contract. Such insurance must be provided on an occurrence basis. If insurance is written on a "claims made" basis, the policy shall provide full coverage for prior acts or include a retroactive date that precedes the effective date of this Agreement. Insurance must include liability coverage with limits not less than those specified below:

<u>Description</u>	<u>Dollar Amount</u>
General Aggregate Limit (Other than products-completed operations)	\$2,000,000

Each Occurrence Limit

\$2,000,000

- (2) **Employer's liability ("Stop Gap") Insurance:** District/Department shall purchase and maintain employer's liability insurance and if necessary, commercial umbrella liability insurance with limits not less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.
- (3) **Business Auto Policy (BAP) Insurance:** If activities pursuant to this Agreement involve the use of vehicles, to include FEPP vehicles, the District/Department must purchase and maintain a BAP on an Insurance Services Office (ISO) form CA 00 01 or equivalent form. The Description of Covered Autos must include one or more of the following:
- "Any Auto" (Symbol 1).
  - If District/Department-owned personal vehicles are used, the BAP must cover "Owned Autos Only" (Symbol 2).
  - If District/Department hires autos, the BAP must cover "Hired Autos Only" (Symbol 8).
  - If District/Department employee's vehicles are used, the BAP must cover "Non-Owned Autos Only" (Symbol 9).

Such insurance must be provided on an occurrence basis. The BAP insurance must include liability coverage with limits not less than those specified below. The District/Department is responsible for any deductible.

<u>Description</u>	<u>Each Accident</u>
Bodily Injury and Property Damage	\$1,000,000

- (4) **Workers Compensation Insurance or Equivalent:** The District/Department shall comply with all state of Washington workers compensation statutes and regulations. Coverage shall be provided for all employees and volunteers of the District/Department and shall include bodily injury (including death) that arises out of or in connection with the performance of this Agreement.
15. **Service Limitations.** The responses and fire suppression services provided for under this Agreement are intended to be rendered on the same basis as such services are rendered to other areas within the District/Department or DNR jurisdictions and neither party assumes liability for failure to provide services by reason of any circumstances beyond the party's control. In the event of simultaneous fires or medical aid calls within the areas covered by this Agreement whereby facilities of either party are taxed beyond the party's ability to render equal protection, the officers and agents of the party shall have sole discretion as to which call shall be answered first. The responding party shall have sole discretion to determine the manner and method of responding to and handling emergencies under this Agreement consistent with Section 7 - Command of this Agreement.
16. **Benefits.** This agreement is entered into for the benefit of the parties to this agreement only and shall confer no benefits, direct or implied, on any third persons.
17. **Renegotiation and Modification:** The terms and conditions of this Agreement may be renegotiated at the request of either Party between the dates of January 1 and March 1 of

any year. Any modification or amendment of this Agreement must be in writing and must be signed by duly authorized agents of the Parties.

18. **Assignment and Delegation:** This Agreement, or any right or interest therein, may not be assigned or otherwise transferred by either Party without the prior written consent of the other Party. Any attempted assignment shall be void unless made in strict conformity with this section.

Either Party may perform its duty through a delegate or agent but shall not be thereby relieved of any duty to perform or any liability for breach of this Agreement.

19. **Remedies:** Any remedy exercised by either Party shall not be deemed exclusive and either Party may pursue any and all other remedies available to it under the law.
20. **Compliance with Laws:** Parties shall comply with all applicable federal, state, and local laws, rules and regulations that govern each component of this Agreement.
21. **Non-Waiver:** Waiver by either Party of strict performance of any provision of this Agreement shall not act as a waiver of the right of the other Party to require future strict performance of the same provision or any other provision.
22. **Harassment.** Per [RCW 43.01.135](#), Sexual harassment in the workplace, Agency Contractors hereby have access to DNR Policy PO01-052 Sexual Harassment: [https://www.dnr.wa.gov/publications/em\\_harassment\\_prevention\\_policy.pdf](https://www.dnr.wa.gov/publications/em_harassment_prevention_policy.pdf)
24. **Interpretation and Venue:** This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington. The venue of any action brought under this Agreement shall be in the Superior Court of Thurston County.
25. **Severability:** If any provision of this Agreement is held to be invalid, such invalidity shall not affect the other provisions of this Agreement that can be given effect without the invalid provision(s), and to this end the provisions of this Agreement are declared severable.
26. **Termination:** This Agreement may be terminated by either Party by the provision of ninety (90) days written notice, provided that neither Party may terminate this Agreement at any time between April 15 and October 15 of any year due to the fire danger during this period.

27. **Agreement Managers:**

DNR AGREEMENT MANAGER
Name: Callan Wilkins
Title: Cooperator Wildfire Training Coordinator
Address: 713 Bowers Rd.
City/State/Zip: Ellensburg, WA 98926
Phone: (509) 899-3876
Email: <a href="mailto:callan.wilkins@dnr.wa.gov">callan.wilkins@dnr.wa.gov</a>

<b>DISTRICT/DEPARTMENT AGREEMENT MANAGER</b>
Name: Paul Carlyle
Title: Fire Chief
Address: 2604 Bombing Range Rd.
City/State/Zip: West Richland, WA 99353
Phone: 509-967-2945
Email: pcarlyle@bcfd4.org

This Agreement supersedes all previous agreements.

By signature below, the Agencies certify that the individuals listed in this document, as representatives of the Agencies, are authorized to act in their respective areas for matters related to this instrument.

**IN WITNESS WHEREOF, the parties have executed this Agreement.**

**DISTRICT/DEPARTMENT**

**STATE OF WASHINGTON,  
DEPARTMENT OF NATURAL  
RESOURCES**

\_\_\_\_\_  
Signature Date  
\_\_\_\_\_  
Printed Name  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature Date  
Larry Leach  
Printed Name  
SE Region Manager (Acting)  
Title

**DISTRICT/DEPARTMENT**

\_\_\_\_\_  
Signature Date  
\_\_\_\_\_  
Printed Name  
\_\_\_\_\_  
Title

**DISTRICT/DEPARTMENT**

\_\_\_\_\_  
Signature Date  
\_\_\_\_\_  
Printed Name  
\_\_\_\_\_  
Title

**DISTRICT/DEPARTMENT**

\_\_\_\_\_  
Signature Date  
\_\_\_\_\_  
Printed Name  
\_\_\_\_\_  
Title

**Operation Guidelines**  
**Resources ordered through the DNR Region or Division for**  
**Dispatch outside of District/Department jurisdictional boundaries**

Department of Natural Resources (DNR) agrees to dispatch District/Department resources to incidents outside of the Districts/Department jurisdictional boundaries as needed to meet DNR responsibilities and as approved by the District/Department. Dispatches can include out of the state of Washington. Participation by a District/Department with incidents outside its jurisdiction is voluntary and separate from involvement in State Fire Mobilization.

This Agreement extends to all District/Department members:

- Washington Fire Service (WFS) paid members which District/Department allow to participate will be paid by the District/Department. DNR will reimburse district/department costs as outlined in this agreement.
- Members of Washington Fire Service who are volunteers will need to be hired by the DNR via the DNR casual hire process and paid directly by DNR. This may be completed pre-season or at the time of the incident. Your local DNR Region office will handle the casual hire process.

**District/Department agrees:**

- 1) All personnel dispatched outside of their jurisdictional boundaries will have a valid Incident Qualification Card (red card) stating current qualifications; and will adhere to qualifications and standards described in NWCG PMS 310-1;
- 2) To keep equipment and personnel status current in the Interagency Resource Ordering Capability (IROC) by selecting option a. or b. below. List available resources on the following resource list addendum. (Check one):
  - a. ☐ With DNR Region approval, DNR Region will give Web-Status rights to IROC for district employees. It is the employee's responsibility to ensure that their status is accurate.
  - b. ☒ DNR Region will status your employees. For this option, you would need to provide your local DNR Region Dispatch with the status of your employees every Monday by 1200 hours. Dispatch would then update their status in IROC for that week (0800 Tuesday to 0800 Tuesday).

For dispatches outside of the DNR region, approval from DNR host region fire staff is required. Host region fire staff will coordinate with Wildland Fire Management Division in order to ensure statewide readiness.

- 3) To notify your local DNR Region of any changes in status of personnel/equipment (i.e.; dispatched/demobilized under State Fire Mobilization, demobilization & ETA home from incidents dispatched thru DNR, etc.);
- 4) All personnel and equipment dispatched will be paid by the District/Department; (except volunteers will follow payment procedures outlined in their individual agreement and be paid directly by DNR);

- 5) All Equipment and Personnel dispatched under this agreement will arrive at each incident with a copy of their current Forestland Response Agreement.
- 6) Invoice for personnel and equipment costs billed to DNR will include:
  - a. Original Emergency Fire Time Report (OF-288); hourly wage rate (regular and OT) for personnel hours on the OF-288. This applies to paid district/department staff. Volunteers will be paid directly by DNR.
  - b. Original shift ticket (OF-286) documenting mileage to/from incident as well as mileage incurred on the incident signed by the incident supervisor.
  - c. Copy of Resource Order card.
- 7) Invoices requesting payment for equipment (engines/tenders) will be submitted to DNR within sixty (60) business days of the last date of the incurred expense for the incident and shall include Original Emergency Equipment Use Invoice Form (OF-286) and shift tickets (OF-297); and
- 8) Invoices requesting payment for other travel costs (meals, lodging not provided by the incident) must be submitted to DNR within sixty (60) business days of the last date of the incurred expense for the incident.
- 9) Only utilize agency owned vehicles or procured rental vehicles on the fireline or off-road.

**DNR agrees to:**

- 1) Assist the District/Department with updating status of IMT members in IROC;
- 2) Maintain IQS records for District/Department personnel with NWCG PMS 310-1 wildland fire qualifications, if red carded through the DNR;
- 3) Reimburse District/Department within 30 days of invoice receipt and documentation as required above;
- 4) Reimburse the Fire Service District/Department at the Total Cost of personnel. This includes, regular time, overtime, and District/Department backfill for that position as outlined in the State Mobilization Plan. The DNR will not pay for muster time, wildland premium pay, or other unspecified pay provisions.

Rental vehicles for Off-road use must be procured consistent with the National Emergency Rental Vehicle Blanket Purchase Agreement (NERV). Rental vehicles for non-fire line positions must be rented through alternative sources other than the USFS NERV rental vehicle agreement. Rental vehicle authorization must be documented on the resource order. Please speak with your local DNR Region for more specific information.

**DISTRICT/DEPARTMENT RESOURCE LIST  
OVERHEAD AND EQUIPMENT ADDENDUM**

DNR will dispatch and process invoices for the following fire district members and equipment when dispatched by DNR outside of their fire district.

**Overhead Resources**

	Name	Career or Volunteer	Backfill Required	Position/Qualifications	Team Affiliation or Single Resource
1	Paul Carlyle	Career	No	IncM, Jct 4, Eng Boss	SE Int #2
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					

**DISTRICT/DEPARTMENT RESOURCE LIST  
OVERHEAD AND EQUIPMENT ADDENDUM**

DNR will dispatch and process invoices for the following fire district members and equipment when dispatched by DNR outside of their fire district.

**Equipment Resources**

			<b>Rate / Negotiated Rate*</b>
<b>1</b>			
<b>2</b>			
<b>3</b>			
<b>4</b>			
<b>5</b>			
<b>6</b>			
<b>7</b>			
<b>8</b>			
<b>9</b>			
<b>10</b>			

\* The negotiated rate must be agreed upon between the signing parties prior to dispatch.

**CONTACT INFORMATION:**



**CITY OF RICHLAND**  
**FIRE & EMERGENCY SERVICES**

1000 George Washington Way  
Richland, WA 99352  
(509) 942-7703



## MEMORANDUM

TO: BCES Executive Board, Sheriff Raymond, Chief Lee, Benton and Franklin County District and Municipal Fire Chiefs, and radio project stakeholder agencies

FROM: Tom Huntington, Fire Chief

DATE: April 12, 2024

SUBJECT: March/April Public Safety Radio System Project Update

Following is a summary of project activities since the last update. Please reach out to me directly if you have any questions or concerns.

**Project Reporting in Local Media:** The Tri-City Herald featured a pair of articles regarding the project and the state of the current system on the weekend of March 29th. Although the reporting was accurate on a macro level, many of the details and quotes are not precise and in some cases are inaccurate, which is not entirely surprising given the scope, complexity and timing of this and the microwave projects happening back-to-back. If there are concerns about conflicting information between what you are receiving from your project representatives versus the TCH story, please reach out and I will be happy to clarify any information and answer questions.

**Engineering:** The system analysis and engineering report from Federal Engineering (FE) was reviewed and finalized by the project technical team and we received the first draft of the system requirements document from FE at the end of March. The technical team reviewed and provided edits to the document and the technical team will meet with FE's project team on April 16<sup>th</sup> to reconcile the document changes. FE will finalize the requirements document by the end of the month and it will become the basis from which Motorola will build their project proposal to facilitate the movement of Fire, EMS and remaining Law Enforcement agencies to the BCES 800 MHz system.

**Funding:** The last several weeks have seen a significant investment in funding requests. The City of Richland submitted a regional Assistance to Firefighters Grant (AFG) for approximately \$750,000 for portable radios, on behalf of six agencies in the urban area. Additionally, the City has submitted a Congressionally Directed Spending (CDS) request to the offices of both Maria Cantwell and Patty Murray, requesting \$5M for the infrastructure portion of the project. We engaged with a grant writer to assist with the AFG request and have asked for a proposal to continue working on grant requests for the radio project. We have a number of additional leads that we will continue to work on in the coming weeks.

**Operational Issues:** On March 3rd, we had an outage that took out the T1 to Ethernet converter on Joe Butte. This took the Ethernet connectivity from the Franklin County Court House to Jump of Joe Butte and to SECOMM out of service. The failure mostly affected system monitoring and remote access; however, it also affected the link to Mesa for a short time. The network services were able to be restored utilizing 2 old Ethernet bridge over T1 pieces, which were salvaged from the trash at BCES. There are no more direct Ethernet to T1 converters in inventory. Any future repairs will most likely require multiple conversions. Although this outage had a manageable impact to system users, additional failures of this nature add significant complexity to system monitoring and repair/maintenance.

**System interoperability plan development:** The Fire and Law Chiefs/Sheriffs had an initial discussion about interop configuration at the SAT meeting last week. From there the technical team will configure a draft fleet map for review, further input from the SAT, and eventual adoption.

**Next Steps:** In April the project team will work on the following items:

- Continued funding search and grant application- We had several leads on additional funding sources when working with our previous grant writer. If we can get the new grant writer under contract, we will have her start working those leads again, as well as other relevant grant sources that we can find.
- System interoperability plan development.
  - The Fire Chiefs will meet in late April to identify regional interoperability needs for mutual aid and mobilization resources so that the new system can be configured appropriately to support large incidents with out of region resources. This operational needs evaluation will then be translated into the fleet map, and consideration given to the final system configuration.
- Subscriber unit requirements will be finalized this month. We have been using NASBO pricing for grant applications and initial budget planning, however we are eager to start zeroing in on more refined subscriber unit options and costs. There has been on-going discussion among the regional Chiefs regarding a desire to move to a centralized distribution model for subscriber units. This would limit the number of models that would be supported by the system, and add efficiency to programming efforts, model updates, inventory management, warranty issue follow up as well as repair and maintenance. While the development of that centralized management approach is not part of the project scope, we are working towards an approach that will facilitate that transition in the next few years, when the system is ready.