

**FIRE PENSION BOARD
MEETING MINUTES
December 3, 2024**

1. **CALL TO ORDER:** Mayor Gretl Crawford called the meeting to order at 4:47 p.m.
2. **ATTENDANCE:** In addition to Mayor Crawford, present were Finance Director Jessica Platt, City Clerk Krystal Townsend, Deputy City Clerk Brandi Ralston and Tom Reich.
3. **PUBLIC COMMENT: NONE**
4. **APPROVAL OF MINUTES:** Mrs. Ralston noted that the November minutes required a correction. Noting that item 5: Treasurer's Report list the incorrect month in two places. The month should be listed as September. **The minutes of November 5, 2024, were unanimously approved as amended.**
5. **TREASURER'S REPORT - OCTOBER:** Mrs. Platt delivered the Treasurer's report for October. Mrs. Platt then answered questions regarding the retirement allowance and the difference between the Fire Pension Fund and the Other Post Employment Benefits Trust Fund. **The Treasurer's report was unanimously approved as presented without further discussion.**
6. **NEW BUSINESS:**
 - a. **AMENDMENT TO THE STANDING MEETING SCHEDULE:** Mrs. Ralston provided a staff report detailing the recommendation of changing the standing meeting schedule to quarterly meetings set on the first Tuesday of January, April, July and October, detailing the RCWs and City of Kennewick important dates that were taken into consideration to formulate the proposal. Mrs. Ralston noted that the Disability Board Meeting standing meeting time of 4:30 p.m. will conflict with the proposed meeting time of 4:30 p.m. The Board discussed an alternate time of 4:15 p.m. The Board also discussed the need of the frequency of the meeting, noting that a special meeting could also be added if needed. Finally, the Board discussed which month the meeting should be held to vote on adjusting the benefit allowances due to the CPI. **A motion to approve the standing meeting schedule as presented with a 4:15 p.m. meeting time was unanimously approved.**
7. **UNFINISHED BUSINESS: NONE**
8. **COMMENTS/DISCUSSION:** Mayor Crawford thanked Mr. Reich for his historical knowledge and perspective.
9. **ADJOURNMENT:** Mayor Crawford concluded the meeting at 5:07 p.m.



Brandi Ralston, CPRO
Deputy City Clerk