



Central Whidbey Island Fire & Rescue

1164 Race Road
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

www.cwfire.org

Board of Fire Commissioners Meeting Minutes

October 13, 2016

Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Acting Board Chair Paul Messner at 17:00 hours.

Commissioners and Staff Present

Commissioner Paul Messner, Commissioner Cheryl Engle, Chief Ed Hartin, Deputy Chief Charlie Smith, Captain Jerry Helm and Office Manager/Board Secretary Kim Harpe

Members of the Public Present - None.

Consensus Approval of the Agenda

The Chair received consensus approval of the agenda.

Approval/Correction of Previous Minutes

Commissioner Cheryl Engle moved to approve and Acting Chair Paul Messner seconded approval of the minutes for the meeting on September 8, 2016.

Action: Approved Unanimously.

Approval of Vouchers

Commissioner Cheryl Engle moved to approve and Acting Chair Paul Messner seconded approval of the following vouchers:

M&O Vouchers & Payroll # 10981 through # 11039	\$91,999.19
Direct Deposit Payroll	\$75,999.93
IRS - Payroll Taxes	\$18,628.77
Capital Vouchers #	\$8,120.54
Grand Total	\$194,748.43

Action: Approved Unanimously.

Chief's Report

Chief Ed Hartin reported on the following activity in the month of September 2016:

1. Administrative
2. Operations/B Shift
3. CRR/A Shift
4. Training/Retention
5. Facilities/C Shift
6. Fleet Maintenance

Finance Officer's Report

Office Manager Kim Harpe presented the Monthly Budget Position as of October 13, 2016.

New Business.

1. Motion to approve or disapprove an inter-fund transfer from the General Fund (6400095000) to the Capital Fund (6430095000) in the amount of \$138,000.00.

Action: Approved Unanimously.

Acting Chair Paul Messner stated, "He would like to table motions 2, 3 and 4 until the next regular scheduled meeting on November 10th, when all three commissioners would be available".

Commissioner Cheryl Engle seconded this motion.

2. Motions to approve or disapprove the Proposed 2017 Wage Schedule for Part-Time Personnel;
3. Motion to approve or disapprove the Proposed 2017 Compensation for Executive Staff;
4. Motion to approve or disapprove:

Bond Option (1) which provides for capital facilities improvements at Stations 53 & 54 and fleet improvements with the purchase of three Type 1 Fire Engines or

Bond Option (2) which provides for capital facilities improvements at Station 53 and fleet improvements with the purchase of three Type 1 Fire Engines

Action: *Tabled.*

Good of the Order/Announcements

Oct 26-29, 2016

Annual WFOA Conference, Yakima Convention Center, Yakima, WA
(Commissioners Messner, Engle & Hutchinson)

Next Special Meeting

October 24, 2016
Time: 19:00
Location: Station 53

Next Regular Meeting

November 10, 2016
Time: 17:00
Location: Station 53

There being no further business, Acting Chair Paul Messner adjourned the meeting at 17:55.

Submitted,



Kim Harpe, Secretary