



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 12, 2017

Call to Order

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

Input from the Public- None.

Commissioners and Staff Present

Board Chair Cheryl Engle, Commissioner Paul Messner, Commissioner Steve Hutchinson, Chief Ed Hartin, Deputy Chief Charlie Smith, Office Manager/Board Secretary Kim Harpe

Members of the Public Present - Mr. Chris Geiger

Consensus Approval of the Agenda

The Chair received consensus approval of the agenda.

Approval/Correction of Previous Minutes

Chair Cheryl Engle moved to approve and Commissioner Paul Messner seconded approval of the minutes for September 14, 2017.

Action: Approved Unanimously.

Approval of Vouchers

Commissioner Steve Hutchinson moved to approve and Commissioner Paul Messner seconded approval of the following vouchers:

M&O Vouchers & Payroll #11629 through #11678	\$ 80,725.56
Direct Deposit Payroll	\$ 69,423.18
IRS - Payroll Taxes	\$ 16,415.91
Capital Vouchers	\$ -0-
Grand Total	\$166,554.65

Action: Approved Unanimously.

Chief's Report

Chief Ed Hartin reported on the following activity for the month of September 2017:

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

Finance Officer's Report

Office Manager Kim Harpe presented the Monthly Budget Position as of October 12th, 2017 for the Maintenance & Operation and Capital funds.

New Business.

1. Commissioner Paul Messner made a motion and Commissioner Steve Hutchinson seconded to approve "Amending September warrant #11613 from \$686.68 to \$277.09 and the total of vouchers paid in September from \$158,077.00 to \$157,597.41.

Action: Approved Unanimously.

2. Chief Hartin provided the Board with information related to executive staff longevity. After some discussion, Chief Hartin recommended the proposed longevity be the same for the executive staff that's provided to the District's union employees. Chief Hartin shared, "He wanted the Board to have time to consider the proposal and would place the topic on the agenda for the Boards next regular meeting in November".

3. Chief Hartin presented the Board with an overview and highlights of the 2018 Proposed Budget and reminded the Board of the Public Budget 2018 Hearing scheduled for November 2, 2017 at 7:00pm at the districts headquarters station.

Good of the Order/Announcements

- | | |
|---------------------------------|---|
| October 24 th , 2017 | Public Community Meeting (Re: Bond) @ 7:00pm) |
| October 28 th , 2017 | Public Community Meeting (Re: Bond) @ 7:00pm) |
| October 25-28, 2017 | Annual WFCFA Conference (Davenport Hotel, Spokane, WA)
(Commissioners Engle, Messner, Hutchinson, Deputy Chief Smith) |
| November 2, 2017 | Public 2018 Budget Hearing @ 7:00pm – Station 53 |

Next Regular Meeting

November 9, 2017

Time: 17:00 Location: Station 53

There being no further business, Chair Cheryl Engle adjourned the meeting at 18:07.

Submitted,

A handwritten signature in cursive script that reads "Kim Harpe".

Kim Harpe, Secretary