



# Central Whidbey Island Fire & Rescue

1164 Race Road  
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

[www.cwfire.org](http://www.cwfire.org)

**DRAFT**

## **Board of Fire Commissioners Meeting Minutes**

**April 11, 2019**

### **Call to Order**

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

**Input from the Public** - None.

### **Commissioners and Staff Present**

Board Chair Steve Hutchinson, Commissioner Paul Messner, Commissioner Cheryl Engle, Chief Hartin, and Finance Officer/Board Secretary Kim Harpe

**Members of the Public Present** – Mr. Chris Geiger.

### **Consensus Approval of the Agenda**

### **Approval/Correction of Previous Minutes**

Commissioner Cheryl Engle moved to approve and Commissioner Paul Messner seconded approval of the minutes for the meeting on March 14, 2019.

**Action:** Approved Unanimously.

Commissioner Paul Messner moved to approve and Commissioner Cheryl Engle seconded approval of the minutes for the special meeting on April 2, 2019.

**Action:** Approved Unanimously.

### **Approval of Vouchers**

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

M&O Vouchers & Payroll #3484 through #3534	\$72,810.04
Direct Deposit Payroll	\$71,596.12
Dept. of Retirement Systems (Debit)	\$19,924.00
IRS – Payroll Taxes (Debit)	\$14,616.05
Capital Vouchers #13	\$227.28
Bond Capital Voucher #15	\$30,734.94
<b>Grand Total</b>	<b>\$209,908.43</b>

**Action:** Approved Unanimously.

### Chiefs Report

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

### Finance Officer's Report

Finance Officer Kim Harpe presented the Monthly Budget Position as of April 11, 2019 for the Maintenance & Operations and Capital Funds.

**New Business.** None.

### Old Business.

1. WhidbeyHealth Hospital Inter-Local Agreement (ILA) Update. Chief Hartin stated, "Central Whidbey Island Fire & Rescue (CWIFR) and North Whidbey Fire Rescue (NWFR) received a response from WhidbeyHealth in regards to the fire districts proposal. He shared, he had met with (NWFR) Board Chair, T.J. Lamont and Fire Chief Mark Kirko to discuss WhidbeyHealth's rebuttal". Chief Hartin then briefed the Board on the various proposed changes, updates and the terms of the agreement.

Chief Hartin reminded the Board a special joint meeting with (NWFR) was scheduled for April 24<sup>th</sup> at 09:00am to further discuss a rebuttal to WhidbeyHealth's response to the BLS Inter-Local Agreement.

Chief Hartin shared, "He would be working on a couple difference scenarios (i.e., Staffing plan to address the possibility of the BLS Inter-Local Agreement not being renewed) as well identifying the key messages needed to communicate to the community".

2. Discussion of Station 53 Construction Project Update. Chief Hartin stated, "There hasn't been a lot of feedback from Carletti Architects". He sent an email requesting better communication and updates on a more regular schedule. He shared, "The civil engineering plans for review would hopefully be available in the coming weeks. There is still a holdup, because they are waiting on a determination to see if a wild life biologist is needed in regards to the nesting osprey".

### Good of the Order/Announcements

Jun 1, 2019	WFCA Saturday Seminar @ Campbell's Resort @ Lake Chelan ( <b>Commissioner Messner</b> )
Sept 5, 2019	Host Sno-Isle Meeting
Oct 23-26, 2019	Annual WFCA Conference, Tulalip Casino, WA ( <b>Commissioners Messner, Hutchinson &amp; Engle</b> )

Commissioner Paul Messner shared, "He would not be available for the Board's regularly scheduled meeting on May 9<sup>th</sup>, 2019".

### Next Regular Meeting

May 9, 2019

Time: 5:00pm

Location: Station 53

**Next Special Meeting with North Whidbey Fire & Rescue**

April 24<sup>th</sup>, 2019

Time: 9:00am

Location: CWIFR - Station 51

109 N. Main St.,

Coupeville, WA

There being no further business, Board Chair Steve Hutchinson adjourned the meeting at 18:03.  
Submitted,

A handwritten signature in cursive script, appearing to read "Kim Harpe".

Kim Harpe, Secretary