



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 September 12, 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 Cheryl Engle, Commissioner Paul Messner, Chief Hartin, Finance Officer/Board Secretary Cathy Niiro, Deputy Chief Charlie Smith, Captain Jerry Helm, Lieutenant Jen Porter, and Firefighter Jeff Rhodes.

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 the approval of the minutes for the regular meeting on August 6, 2019 with the addition of "Excused-Paul Messner".

Action: Approved Unanimously.

Commissioner Cheryl Engle moved to approve and Commissioner Paul Messner seconded the approval of the minutes for the special meeting on August 22, 2019.

Action: Approved Unanimously.

Approval of Vouchers

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

M&O Vouchers Numbered 3704 through 3744	\$58,929.96
Direct Deposit Payroll	\$88,442.80
Department of Retirement Systems (Debit)	\$21,215.11

IRS-Payroll Taxes (Debit)	\$23,031.81
Capital Vouchers	\$52,159.95
Bond Vouchers	\$5,142.54
Grand Total	\$248,922.17

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 Cathy Niiro presented the Monthly Budget Position as of September 12, 2019 for the Maintenance & Operations, Capital Bond Funds and Capital Funds.

Old Business

1. Commissioner Cheryl Engle moved to approve and Commissioner Paul Messner seconded the approval of the Interlocal Agreement with WhidbeyHealth Revision 1.0
2. Commissioner Cheryl Engle moved to approve and Commissioner Paul Messner seconded the approval of the 2018-2021 Collective Bargaining Agreement between the District and Local 4299 International Association of Firefighters.

Action: Approved Unanimously.

Action: Approved Unanimously.

New Business

1. Commissioner Cheryl Engle moved to approve and Commissioner Paul Messner seconded the approval to increase District staffing by two Full-Time Firefighter/EMTs, one to be hired on October 1, 2019 and the second to be hired on January 1, 2020.

Action: Approved Unanimously.

2. Commissioner Cheryl Engle moved to approve and Commissioner Paul Messner seconded the approval of the 3rd Quarter Budget Adjustments

Action: Approved Unanimously.

3. Commissioner Cheryl Engle moved to approve and Commissioner Paul Messner seconded the approval of the 2020 Part-Time Wage Schedule

Action: Approved Unanimously.

Good of the Order/Announcements

September 14-18, 2019	UL Meeting, Fairborn, OH Chief Hartin
September 18-20, 2019	Blue Card Continuing Education, Phoenix, AZ Chief Hartin
September 29-October 1, 2019	NW Accreditation Consortium, Bozeman, MT Chief Hartin
October 7-11, 2019	Firehouse Expo, Nashville, TN Chief Hartin
October 23-26, 2019	Annual WFCM Conference, Tulalip, WA Commissioners Messner, Hutchinson, & Engle

Next Special Meeting/Public Budget Hearing

October 29, 2019
Time: 19:00
Location: Station 53

Next Regular Meeting

October 10, 2019
Time: 17:00
Location: Station 53

There being no further business, Board Chair Steve Hutchinson adjourned the meeting at 18:30.

Submitted,

Cathy Niiro

Cathy Niiro, Secretary