



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

December 11, 2014

Call to Order

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

Commissioners and Staff Present

Chair Cheryl Engle, Commissioner Steve Hutchinson, Paul Messner, Chief Ed Hartin, Office Manager/Board Secretary Kim Harpe, Firefighters James Meek and Alex Majestic

Members of the Public Present.

None.

Consensus Approval of the Agenda

The Chair received consensus approval of the agenda.

Input from the Public

None.

Approval/Correction of Previous Minutes

Commissioner Steve Hutchinson moved to approve and Commissioner Paul Messner seconded approval of the minutes of the following meeting: November 13, 2014.

Action: Approved Unanimously.

Commissioner Paul Messner moved to approve and Commissioner Steve Hutchinson seconded approval of the minutes of the following meeting: November 15, 2014.

Action: Approved Unanimously.

Approval of Vouchers

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

Vouchers Numbered 9681 through 9762
This includes the Electronic Funds Transfer (EFTPS)

\$168,688.97

Action: Approved Unanimously.

Chief's Report

Chief Hartin reported on the following activity in the month of November:

1. Emergency Response Activity
2. Shift Activity
3. Recruitment/Training
4. Community Risk Reduction
5. Facilities Maintenance
6. Vehicle Maintenance
7. Administration
8. External Activity

Finance Officer's Report

Office Manager Kim Harpe presented the board with the Monthly Budget Position as of December 11, 2014 and provided the Board with a newly created Investment/Cash Report detailing the actual cash and investments in each of the funds held at the County.

Unfinished Business - None.

New Business

The Board addressed the following items of new business:

1. Commissioner Steve Hutchinson moved to approve and Commissioner Messner seconded approval for billing the Board for Volunteer Firefighters for the reimbursement of five volunteer physicals.

Action: Approved Unanimously.

Good of the Order

The following events or other announcements were presented for the good of the order.

The Board was given their new iPads so they could begin to receive official district communications electronically. Chief Hartin instructed the Board on how to use them and shared that the same communication rules apply to the iPads that apply when communicating outside of a scheduled meeting and that it was illegal to do so.

March 3-6, 2015	Northwest Leadership Seminar – Red Lion Hotel – Portland, OR
March 16-21, 2015	CPSE 2015 Excellence Conference – Caribe Royale Orlando Hotel, Orlando, FL

The Board agreed to have a Special Meeting for an “Interim Facilities Report” on Thursday, January 15, 2015 at 5:00pm to get a high level look at what the facilities might look like over the next 50 years and also a high level look at the financial picture.

Commissioner Steve Hutchinson reported that he had been approached by a North Whidbey Fire & Rescue member in regards to former volunteer member William Canty and the recent actions taken by the Board to separate him as a member with Central Whidbey Fire. The NWFR member is currently Mr. Canty’s immediate supervisor at North Whidbey Fire & Rescue. Commissioner Hutchinson stated, “He wasn’t sure how to answer the questions”.

Chair Cheryl Engle stated, “The District gave Mr. Canty every opportunity to speak on his behalf and he never showed up”.

Chief Hartin stated, “If it is a formal request, the request should be directed to Chief Hartin”. He told Commissioner Hutchinson, because he holds dual positions, one as a volunteer Lieutenant and one as a Board member if the request is a Lieutenant to Lieutenant request he has to be careful and if it is a Lieutenant to a Board Member then he was correct in the answers that he provided”.

Next Regular Meeting

January 8, 2015

Time: 17:00

Location: Station 53

There being no further business, Chair Cheryl Engle adjourned the meeting at 18:35.

Submitted,



Kim Harpe, Secretary