



Central Whidbey Island Fire & Rescue

1164 Race Road
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Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

www.cwfire.org

Board of Fire Commissioners Meeting Minutes

DRAFT

April 8, 2021

Swearing in of Deputy Chief Jerry Helm was done by Chief Ed Hartin

New Equipment Demonstration

Demonstration of the Lucas 3 Chest Compression System was done by AIC LT Alex Majestic, Firefighters Jeff Rhodes and Justin Burnett

The district recently purchased a Lucas 3 Chest Compression system funded through community donations. We are working with Island County Medical Program Director (MPD) Dr. Krystal Baciak to implement a pilot project using this system to improve response to cardiac arrest incidents. This device allows continuous chest compressions while defibrillating the patient as well as during patient movement and transportation. This increases the effectiveness of resuscitation and the safety of our members during transport of cardiac arrest patients.

Demonstration of the Self Contained Breathing Apparatus was done by AIC CAPT James Meek

The air cylinders of the districts self-contained breathing apparatus will reach their end of life in the next few months. In addition, our self-contained breathing apparatus are several cycles out of date with current standards and are no longer covered by the manufacturer's warranty (resulting in increase repair cost). This equipment was budgeted for replacement in the district's capital project plan and 2021 capital budget and was delivered this week. Staff are working on preparing the breathing apparatus for service and training members in their use.

Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Board Chair Paul Messner at 17:00 hours. The public was participating remotely through Facebook Live in compliance with the Open Public Meeting Act RSW42.30 and Proclamation 20-28.

Commissioners and Staff Present

Board Chair Commissioner Paul Messner, Commissioner Cheryl Engle, Fire Chief Ed Hartin, Deputy Chief Jerry Helm, AIC CAPT James Meek, Finance Officer Cathy Niuro, . Commissioner Steve Hutchinson was participating remotely.

Members of the Public Present

Jan Helm, Jerry Helm Sr., Matt Helm, Jenna Helm, Lindsey Helm, Finley Helm, Scotlyn Helm

Consensus Approval of the Agenda

Chair Paul Messner received consensus approval of the agenda.

Input from the Public

None. Members of the public were also participating through Facebook Live.

Approval/Correction of Previous Minutes

Commissioner Cheryl Engle moved to approve and Commissioner Steve Hutchinson the minutes for the Regular Board Meeting on March 11, 2021

Action: Approved Unanimously.

Approval/Correction of Previous Minutes

Commissioner Steve Hutchinson moved to approve and Commissioner Cheryl Engle the minutes for the Special Board Meeting on March 19, 2021

Action: Approved Unanimously.

Commissioner Steve Hutchinson moved to approve and Commissioner Cheryl Engle seconded approval of the following vouchers:

M&O Vouchers & Payroll #5069 through #5116	\$74,651.88
Direct Deposit Payroll	\$103,007.14
Dept. of Retirement Systems (Debit)	\$23,238.54
IRS – Payroll Taxes (Debit)	\$21,520.24
Bond Capital Voucher	\$23,002.34
Capital Vouchers	\$300,250.00
Total	\$545,670.14

Action: Approved Unanimously.

Chief's Report

Chief Hartin shared with the Fire Commissioners his Chief Report of April 8, 2021.

Finance Officer's Report

Finance Officer Cathy Niiro presented the board with the Budget Position as of April 8, 2021.

Old Business

1. Discussion of joint meetings with South Whidbey Fire/EMS and North Whidbey Fire and Rescue boards of fire commissioners.

Board Chair Messner will pursue a meeting in May to accommodate meeting location due to COVID restrictions.

New Business

2. Extension of Whidbey Health interlocal agreement to staff a basic life support ambulance

The district's interlocal agreement with WhidbeyHealth to staff a basic life support (BLS) ambulance expires on December 31, 2021. CWIFR and North Whidbey Fire and Rescue (NWFR) each entered similar agreements with WhidbeyHealth in December 2020. However, NWFR's agreement extends through 2022 with agreement to extend through 2024 with discussion of cost in 2023 and 2024. The fire chief will be recommending to the board that we propose extending our current agreement under the same fee for service as NWFR and the same duration of agreement.

Chief Hartin will meet with Roger Myer, EMS Director at Whidbey Health to discuss the interlocal agreement.

3. Executive Session. RCW 42.30.140(4)(a) "To provide guidance and direction to the Fire Chief for upcoming collective bargaining proceedings" and RCW 42.30.110(1)(f) to evaluate a complaint brought against a public officer or employee.

The following except from the Central Whidbey Island Fire & Rescue Board of Fire Commissioners Policy Manual explains the process used for an executive session:

An executive session is a portion of a meeting of the Board of Fire Commissioners that is closed, or limited to members of the Board and other people whose presence is necessary to conduct the business at hand. The Board's use of an executive session is limited to a narrow set of specific circumstances. In order to qualify for an executive session its purpose must meet one of the provisions of RCW 42.30.

No minutes are recorded in executive session

Executive session started at 5:50 pm for 30 minutes, continued at 6:20 for another 30 minutes. The regular meeting resumed at 6:50 where it was announced that no decision had been made in response to the complaint.

Good of the Order/Announcements

Chief Hartin requested that it was time for the Fire Commissioners do their review of their policy manual.

Next Regular Meeting

May 13, 2021

Time: 17:00

Location: Station 53

There being no further business, Chair Paul Messner adjourned the meeting at 18:51.

Submitted,

Cathy Niiro

Cathy Niiro, Secretary