



Central Whidbey Island Fire & Rescue

1164 Race Road
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

www.cwfire.org

Board of Fire Meeting Agenda

August 12, 2021

5:00 PM

Consensus Approval of the Agenda

Input from the Public

Approval/Correction of Minutes

July 8, 2021

Approval of the Vouchers

M&O Vouchers & Payroll #5244 through #5288	\$66,218.41
Direct Deposit Payroll	\$99,204.03
Dept. of Retirement Systems (Debit)	\$24,839.52
IRS – Payroll Taxes (Debit)	\$21,560.73
Grant Management	\$435.40
Bond Capital Voucher	\$8,546.92
Total	\$207,822.69

Chief's Report

Finance Officer's Report

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 the coming months at CWIFR St. 53 location

2. Motion to approve or disapprove revision of the 3rd Quarter Budget Adjustment by eliminating the reductions to Line Item 522 30 10 01 Full-time FF/LT Wages in the amount of \$10,000 and 522 45 43 04 Officer Development Travel Lodging and Meals in the amount of \$2,000.

Due to a typographical error in the spreadsheet calculating the required budget adjustment (a missing negative sign) the amount of adjustment was over estimated. As such, these lines do not require adjustment.

New Business

1. Motion to approve or disapprove authorization for the Fire Chief to enter into an interlocal agreement with South Whidbey Fire/EMS for provision of information technology services.

CWIFR has used Ategan Technologies, inc. as a contract information technology (IT) Provider for a number of years. Over that time, the level of service provided has decreased and the needs of the district are no longer being met. South Whidbey Fire/EMS hired a full-time IT Technician. After analysis of workload and commonality of systems, Chief Palmer and Chief Hartin determined that it would be in the best interests of both districts to enter into an interlocal agreement where the South Whidbey Fire/EMS IT technician would provide service to CWIFR as well as SWFE. Approval of this motion would authorize the Chief to enter into this agreement. It is anticipated that the cost of service from SWFE would be comparable to that paid to Ategan.

2. Motion to approve or disapprove Resolution 21-03 Exempt Staff Compensation for Special Non-District Assignment.

This resolution provides for additional compensation for exempt staff when deployed on in-state or emergency management assistance compact (EMAC) mobilizations. Mobilization of exempt staff such as the fire chief or deputy chief will allow development of knowledge and skills in large incident operations and will facilitate increasing the level of incident command qualification of district personnel which will benefit the district, the region, and the state of Washington.

3. COVID-19 Vaccination Requirements for Health Care Providers – Governor’s Proclamation 21-14 with narrative from Chmelik Sitkin & Davis, P.S. and WFCA/Brian Snure

Information only. No action needed.

Good of the Order/Announcements

Oct 20-23, 2021	Annual WFCA Conference, Tulalip Casino, WA (Commissioners Messner, Hutchinson & Engle and Board Secretary Niiro)
March 2-4, 2022	Northwest Leadership Seminar, Red Lion Hotel on the River, Portland, OR (Commissioners Messner, Hutchinson & Engle)

Next Regular Meeting

September 9, 2021

Time: 5:00 pm

Location: Station 53