



Central Whidbey Island Fire & Rescue

1164 Race Road
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

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www.cwfire.org

Board of Fire Commissioners Special Meeting Minutes

DRAFT

**October 4, 2021
5:00 PM at Station 53**

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 14:00 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, Commissioner Steve Hutchinson, Fire Chief Ed Hartin, Deputy Chief Jerry Helm, Finance Officer Cathy Niuro and Rich Davis, Attorney for Central Whidbey Island Fire & Rescue

Members of the Public Present

None

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.

New Business

1. Executive Session to review personnel matters in accordance with RCW 42.30.110(1)(f).

RCW 42.30.110(1)(f) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW [42.30.140\(4\)](#), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

The following excerpt 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 section its purpose must meet one of the provisions of RCW 42.30.

In convening an Executive Session, the Chairperson announces:

- *That the Board is going into executive session*
- *The statutory reason for the Executive session*
- *That the public is excluded and that they should leave the room*
- *The time that the Executive session will be concluded (and the public may reenter the room)*
- *If Board action is expected following the Executive Session*

An Executive Session may be extended to a stated later time by announcement of the presiding officer or his/her designee to those waiting outside the meeting room to reenter at its conclusion. Under no circumstance shall the Board ever take any action during an executive session; Board action may only occur during its meetings open to the public.

No minutes are recorded in executive session.

The Fire Commissioners went into Executive Session at 17:03 hours for 30 minutes to review the Attached Grievance filed by Local 4299 IAFF Step 2 Grievance – Demotion of Lieutenant Derik Vrable. Present were Fire Commissioners Paul Messner, Cheryl Engle and Steve Hutchinson along with Chief Ed Hartin, Deputy Chief Jerry Helm and Rich Davis, Attorney for Central Whidbey Island Fire & Rescue.

Executive Session was ended with the above participants at 17:33.

Motion was made by Commissioner Steve Hutchinson to deny the Local 4299 IAFF Step 2 Grievance – Demotion of Lieutenant Derik Vrable. Commissioner Cheryl Engle seconded the motion to deny the Step 2 Grievance.

Action: Motion passed Unanimously.

Chief Hartin to assist Commissioner Messner in developing a written response to the Local 4299 IAFF Step 2 Grievance.

Good of the Order/Announcements

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| Oct 20-23, 2021 | Annual WFCM 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 Board Meeting

October 14, 2021
Time: 5:00 pm
Location: Station 53

There being no further business, Chair Paul Messner adjourned the meeting at 17:40.

Submitted,

Cathy Niiro

Cathy Niiro, Secretary