



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

DRAFT
May 12, 2022

Special Art Presentation by David Young

Mr. Young presented CWIFR with a conceptual drawing of Station 51 by architect Bryan Young, David Young's brother.

Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Cheryl Engle at 17:00 hours. The public was able to participate remotely through Facebook Live.

Commissioners and Staff Present

Commissioner Cheryl Engle, Commissioner Paul Messner, Chief Ed Hartin, Finance Officer Cathy Niiro, Deputy Chief Jerry Helm. Board Chair Steve Hutchinson was excused.

Members of the Public Present

David Young and Joe Biller

Consensus Approval of the Agenda

Acting Chair Cheryl Engle received consensus approval of the agenda.

Input from the Public

None.

Approval of Previous Minutes

Commissioner Paul Messner moved to approve and Commissioner Cheryl Engle seconded approval of the minutes for the Regular Board Meeting on April 14, 2022.

Action: Approved Unanimously.

Commissioner Paul Messner moved to approve and Commissioner Cheryl Engle seconded approval of the minutes for the Special Board Meeting on April 18, 2022.

Action: Approved Unanimously.

Approval of Vouchers

M&O Vouchers & Payroll #5676 through #5715	\$63,818.71
Direct Deposit Payroll	\$87,455.49
Dept. of Retirement Systems (Debit)	\$22,691.43
IRS – Payroll Taxes (Debit)	\$16,301.72
Capital Voucher	\$0.00
Capital Bond Vouchers #5679, 5687, 5705	\$43,830.85
Total	\$234,098.20

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

Action: Approved Unanimously.

Chief's Report

Deputy Chief Helm shared with the Fire Commissioners the Chief's Report as of May 12, 2022.

Finance Officer's Report

Finance Officer Cathy Niiro presented the board with the Budget Position as of May 12, 2022.

Old Business

None.

ICOM Board Report

Commissioners Paul Messner reported that there will be a meet and greet at with a date set for later in June. Marv Korn will be the fire department representative with North Whidbey fire & Rescue along with South Whidbey Fire/EMS Commissioner Savannah Erickson as the alternate representing all the fire districts..

New Business

1. Motion was made by Commissioner Paul Messner and seconded by Commissioner Cheryl Engle to approve the inter-fund transfer of \$120,800.00 from #644 Capital Bond Fund to #778 Bond Redemption Fund for Debt Service Payment.

Action: Approved Unanimously

2. Motion was made by Commissioner Paul Messner and seconded by Commissioners Cheryl Engle to approve the sale of Apparatus 9401, 9601, 9602 (former Engines 51, 54, and 512) and Apparatus 1502 (former Marine 5) based on sealed bids received by the district.

Action: Approved Unanimously

3. Motion was made by Commissioner Cheryl Engle and seconded by Commissioners Paul Messner to approve retaining Liz Loomis as public communications consultant related to a potential levy lid lift to be presented to the voters in November 2023.

Action: Approved Unanimously

4. Motion was made by Commissioner Paul Messner and seconded by Commissioner Cheryl Engle to approve surplus of Apparatus 9402 (Rescue 51).

Action: Approved Unanimously Executive Session to provide guidance and direction to the Fire Chief for upcoming collective bargaining proceedings in accordance with RCW 42.30.140(4)(a).

RCW 42.30.140 (4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

The Fire Commissioners went into Executive Session at 6:40 for 15 minutes ending at 7:00 pm to review personnel matters in accordance with RCW 42.30.110(1)(f). The Fire Commissioners ended their Executive Session with no decision being made.

Good of the Order/Announcements

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|------------------|---|
| June 3-5, 2022 | WFCA Lake Chelan Seminar (Commissioners Messner and Board Secretary Niiro) |
| Oct. 27-29, 2022 | WFCA Conference, Davenport Grand Hotel (Commissioners Hutchinson, Engle and Board Secretary Niiro) |

Next Regular Meeting

June 9, 2022
Time: 5:00 pm
Location: Station 53

There being no further business, Commissioner Cheryl Engle adjourned the meeting at 7:00 pm.

Submitted,

Cathy Niiro

Cathy Niiro, Secretary
REV 1.0