



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

September 8, 2022

Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Chair Steve Hutchinson at 17:00 hours. The public was unable to participate remotely through Facebook Live due to technical difficulties.

Commissioners and Staff Present

Commissioners Steve Hutchinson, Cheryl Engle, Paul Messner, Fire Chief Ed Hartin, Deputy Chief Jerry Helm, Division Chief Jim Mirabile and Finance Officer Cathy Niiro.

Division Chief Jim Mirabile was sworn in by Chief Ed Hartin

Members of the Public Present

Colin Mirabile and Finley Helm

None

Pledge of Allegiance was recited

Consensus Approval of the Agenda

Chair Steve Hutchinson received consensus approval of the agenda.

Input from the Public

None.

Approval of Previous Minutes

Commissioner Cheryl Engle moved to approve and Commissioner Steve Hutchinson seconded approval of the minutes for the Regular Board Meeting on August 11, 2022.

Action: Approved Unanimously.

Approval of Vouchers

M&O Vouchers & Payroll #5848 through #5892	\$90,990.52
Direct Deposit Payroll	\$92,058.31
Dept. of Retirement Systems (Debit)	\$23,367.04
IRS – Payroll Taxes (Debit)	\$17,873.12
Capital Voucher	\$0.00
Capital Bond Vouchers #5857	\$ 1,713.75
Total	\$226,002.74

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

Action: Approved Unanimously.

Chief's Report

Deputy Chief Jerry Helm shared with the Fire Commissioners the Chief's Report as of September 8, 2022.

Finance Officer's Report

Finance Officer Cathy Niuro presented the board with the Budget Position as of September 8, 2022.

Old Business

None.

ICOM Board Report

Commissioners Paul Messner was unavailable to report for September as the meeting will not happen until later this month.

New Business

1. Motion was made to approve by Commissioner Cheryl Engle and seconded by Commissioner Paul Messner to transfer of \$241,216 from General Fund #640-00-95000 to Capital Projects Fund #643-00-95000

Action: Approved Unanimously

2. Motion was made to approve by Commissioner Cheryl Engle and seconded by Commissioner Paul Messner to transfer of \$29,546 from General Fund #640-00-95000 to Compensated Absences #626-00-95000

Action: Approved Unanimously

3. Motion was made to approve by Commissioner Cheryl Engle and seconded by Commissioner Paul Messner the ratification of the January 1, 2022 to December 31, 2022 collective bargaining agreement between the district and Local 4299 International Association of Firefighters.

Action: Approved Unanimously

4. Motion was made to approve by Commissioners Cheryl Engle and seconded by Commissioner Paul Messner Resolution 22-02 Exempt Staff Compensation for Non-District Assignments.

Action: Approved Unanimously

5. Motion was made to approve by Commissioners Cheryl Engle and seconded by Commissioner Paul Messner to payment in lieu of benefits for temporary full-time employment of the district's Administrative Assistant/Fiscal Specialist.

Action: Approved Unanimously

Good of the Order/Announcements

There will be an Island County Fire Commissioners meeting on September 22 at 7:00 pm at Station 54.

Commissioner Cheryl Engle will be zooming in for the next Fire Commissioners meeting on October 13, 2022

Oct. 27-29, 2022 WFCM Conference, Davenport Grand Hotel Spokane, WA
Commissioners Hutchinson, Engle, Messner and Board Secretary Niiro

Next Regular Meeting

October 13, 2022

Time: 5:00 pm

Location: Station 54

There being no further business, Commissioner Steve Hutchinson adjourned the meeting at 16:25.

Submitted,

Cathy Niiro

Cathy Niiro, Secretary