



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 Agenda

November 10, 2022

5:00 PM

Consensus Approval of the Agenda

Input from the Public

Approval/Correction of Previous Minutes

October 13, 2022 Regular Board Meeting

October 17, 2022 Special Meeting

October 24, 2022 Special Meeting

Approval of Vouchers

M&O Vouchers #through #5963 - #6017	\$161,782.98
Dept. of Retirement Systems (Debit)	\$27,808.86
IRS – Payroll Taxes (Debit)	\$23,365.94
Capital Voucher #	\$0.00
Bond Capital Voucher	\$173,303.09
Total	\$386,260.87

Chief's Report

1. COVID-19
2. Operational Activity
3. Administrative Activity
4. Operations/B Shift
5. Community Risk Reduction (CRR)/A Shift
6. Training
7. Facilities/C Shift
8. Fleet Maintenance

Finance Officer's Report

Budget Position

ICOM Board Report

Report from Commissioner Messner regarding the most recent ICOM Board of Directors Meeting and other issues related to ICOM 911.

Old Business

None

New Business

1. Motion to approve or disapprove inter-fund transfer of \$290,800 from the capital bond fund to the bond redemption fund for debt service payments.

This is a twice-yearly inter-fund transfer to move tax revenue received in the bond fund to the bond redemption fund for payment of debt service on the district's voter approved bond.

2. Motion to approve or disapprove 2023 Levy Certification

This is an annual action taken by the board to certify the district's property tax levy.

3. Motion to approve or disapprove Resolution 22-02 2023 Levy Certification "authorization for a 1% levy increase from the previous year"

Approval of this resolution allows the district to increase its lawful levy by 1% above the previous year's lawful levy.

4. Motion to approve or disapprove Resolution 22-03 "Adoption of the 2023 Budget"

Approval of this resolution adopts the district's 2023 budget.

5. Motion to approve or disapprove 2023 WFCA Health Care Program Employer Application

6. Motion to approve or disapprove engaging with GMP Consultants for Fire Chief Recruitment at a cost of \$18,600.

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.

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 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.

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.

7.

Good of the Order

March 1-2, 2023

53rd Annual Northwest Leadership Seminar, Portland, OR

October 25-28, 2023

2023 WFCM Conference, The Tulalip Resort, WA

Regular Meeting

December 8, 2022

Time: 5:00 pm

Location: Station 54 due to construction of Station 53.