



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

December 8, 2022

5:00 pm

Pledge of Allegiance

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 5:00 pm. The public was able to participate remotely through Facebook Live.

Commissioners and Staff Present

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

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 Paul Messner seconded approval of the minutes for the Regular Board Meeting on November 10, 2022.

Action: Approved Unanimously.

Approval of Vouchers

M&O Vouchers #through #6024 - #6096	\$237,155.66
Dept. of Retirement Systems (Debit)	\$24,766.71
IRS – Payroll Taxes (Debit)	\$18,166.06
Grant Management Voucher #6067	\$87,770.04
Capital Voucher #6068	\$6,528.00
Bond Capital Voucher #6064 - #6066	\$217,476.64
Total	\$591,863.11

Commissioner Cheryl Engle moved to approve and Commissioner Paul Messner 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 December 8, 2022.

Finance Officer's Report

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

Old Business

None.

ICOM Board Report

Commissioners Paul Messner reported information on the October meeting with the ICOM Board and other issues related to ICOM911.

New Business

1. Discussion was held with Jim Nelson of D.A. Davidson & Co. in regards to the LTGO Bond schedule
2. Chief Ed Hartin's retirement will be effective December 31, 2022.
3. Motion was made by Commissioner Engle and seconded by Commissioner Messner to approve the creation of capital budget line item 594 22 64 56 for an electric scissor life and funding for this line item in the amount of \$6,528.

Action: Approved Unanimously

4. Fire Commissioners went into Executive Session at 6:15 for 30 minutes to provide guidance and direction to the Fire Chief for upcoming collective bargaining proceedings in accordance with RCW 42.30.140(4)(a) and 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;

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 ended at 6:45 with no decision being made.

5. Motion was made by Commissioner Engle and seconded by Commissioner Messner to name Deputy Chief Jerry Helm as interim Fire Chief and establish the interim Fire Chief's salary at \$134,621.

Action: *Approved Unanimously*

6. Motion was made by Commissioner Engle and seconded by Commissioner Hutchinson to name Division Chief Jim Mirabile to interim Deput Chief with the salary of \$115,956

Action: *Approved Unanimously*

7. Motion was made by Commissioner Engle and seconded by Commissioner Messner to approve the fire chief initiating the process for a councilmanic bond in the amount of \$2,700,000 for completion of the Station 53

Action: *Approved Unanimously*

8. Motion was made by Commissioner Messner and seconded by Commissioners Engler to award the LTGO Bond in the amount of \$2,703, 250 to Savi-Bank with a 20 year loan at 4.457% interest rate.

Action: *Approved Unanimously*

Good of the Order/Announcements

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

Next Special Meeting

December 29, 2022

Time: 1:00 pm

Location: Station 54

Next Regular Meeting

January 12, 2023, 2022

Time: 5:00 pm

Location: Station 54

There being no further business, Commissioner Steve Hutchinson adjourned the meeting at 7:48 pm.

Submitted,

Cathy Niiro

Cathy Niiro, Secretary