



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

December 8, 2022

5:00 PM

Consensus Approval of the Agenda

Input from the Public

Approval/Correction of Previous Minutes

November 10, 2022 Regular Board Meeting

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 |

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. Discussion on LTGO Bond by Jim Nelson.
2. Chief Ed Hartin retirement.

Chief Ed Hartin advised the board that he is retiring from Central Whidbey Island Fire & Rescue effective December 31st, 2022.

3. Motion to approve or disapprove creation of capital budget line 594 22 64 56 for a electric scissor lift and funding of this line in the amount of \$6,528.

LT Jim Huff, facilities division manager identified an innovative solution to replacement of the apparatus room heaters at Station 51, with a considerable savings to the district. The district has purchased the heaters and they will be installed by WhidbeyHealth maintenance personnel if the district provides a scissor lift. LT Huff identified that the cost of renting such a lift was substantial and that the district frequently needs this type of equipment for lighting replacement and other station maintenance. As such, purchase of this lift will pay for itself over the next 24 months.

4. 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) 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.

5. Motion to approve or disapprove appointment of Deputy Chief Jerry Helm as interim fire chief and establishment of the interim fire chief's salary.

With the retirement of Chief Hartin it is essential that the district have a seamless transition and continuity of management and command of district operations. As the district's does not have policy guidance on compensation for an interim fire chief, the board must set this salary in an open, public meeting as provided in RCW 42.30.140(4).

6. Moton to approve or disapprove establishment of the acting deputy fire chief's salary.

As the district's does not have policy guidance on compensation for an acting deputy chief, the board must set this salary in an open, public meeting as provided in RCW 42.30.140(4).

7. Motion to approve or disapprove Chase Banks proposal of funding the LTGO Bond.

Good of the Order

March 1-2, 2023

53rd Annual Northwest Leadership Seminar, Portland, OR
(Commissioners Engle, Hutchinson & Messner)

October 25-28, 2023

2023 WFCFA Conference, The Tulalip Resort, WA
(Commissioners Engle, Hutchinson, Messner & Board Secretary Niiro)

Regular Meeting

January 12, 2023

Time: 5:00 pm

Location: Station 54 due to construction of Station 53.