



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 Special Meeting Minutes

May 2, 2023

9:00 AM

Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Chair Cheryl Engle at 9:00 am.

Commissioners, Staff, GMP Consultants, Interview Panel Members and Fire Chief Applicants Present:

Commissioners Steve Hutchinson, Cheryl Engle, Paul Messner, Interim Deputy Chief Jim Mirabile, Finance Officer Cathy Niiro.

GMP Consultants: Greg Prothman and Dan Evans

Fire Chief Applicants: Jon Beck, Jerry Helm, Greg Lindsey

Interview Panel Members: Robert Moore, Brent Stevens, Jim Huff, Steve Stavros, James Meek, Chris Tumblin, Bailey Griffith, Sofia Kohfield, Evan Tingstad, Janet Burchfield, Lynda Eccles, Jacki Henderson, Alex Majestic

Fire Chief Applicants: Jon Beck, Jerry Helm, Greg Lindsey

Executive Session to review personnel matters in accordance with RCW 42.30.110(1)(f). Executive Session started at 9:00 am until 3:30 pm to conduct candidate panel interviews.

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.

Good of the Order

June 2-4, 2023

WFCA Chelan Seminar, Campbell Resort
(Commissioners Messner)

October 25-28, 2023

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

Regular Meeting

May 11, 2023

Time: 5:00 pm

Location: Station 54 due to construction of Station 53.

Submitted by:

Cathy Niiro

Cathy Niiro

Board Secretary