



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
June 8, 2023

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 Cheryl Engle 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, Fire Chief Jerry Helm, Interim Deputy Chief Jim Mirabile, and Finance Officer Cathy Niiro.

Consensus Approval of the Agenda

Chair Cheryl Engle received consensus approval of the agenda.

Input from the Public

None.

Approval of Previous Minutes

Commissioner Hutchinson moved to approve and Commissioner Messner seconded approval of the minutes for the Special Board Meeting on May 1, 2023.

Action: Approved Unanimously.

Commissioner Messner moved to approve and Commissioner Hutchinson seconded approval of the minutes for the Special Board Meeting on May 2, 2023.

Action: Approved Unanimously.

Commissioner Messner moved to approve and Commissioner Hutchinson seconded approval of the minutes for the Regular Board Meeting on May 11, 2023.

Action: Approved Unanimously.

Commissioner Messner moved to approve and Commissioner Hutchinson seconded approval of the minutes for the Special Board Meeting on May 16, 2023.

Action: Approved Unanimously.

Approval of Vouchers

M&O Vouchers #230602001-230603032	\$102,884.03
Dept. of Retirement Systems – EFT	\$22,173.63
IRS – EFT	\$16,954.63
Payroll – Direct Deposit	\$86,702.75
Bond Capital Voucher #230603003, 230603016, 2303603025	\$531,366.25
Total	\$760,081.29

Commissioner Messner moved to approve and Commissioner Hutchinson seconded approval of the vouchers.

Action: Approved Unanimously.

Chief's Report

Interim Fire Chief Jerry Helm shared with the Fire Commissioners the Chief's Report as of June 8, 2023.

Finance Officer's Report

Finance Officer Cathy Niuro presented the board with the Budget Position as of June 8, 2023.

ICOM Board Report

Commissioners Paul Messner reported information on the May meeting with the ICOM Board. Alternate meeting dates starting in July were announced. Staffing is remaining the same.

Old Business:

None.

New Business

1. Motion was made to approve by Commissioner Hutchinson and seconded by Commissioner Messner Resolution 20230608-005 to place a lid lift on the November General Election Ballot to raise the levy rate from \$.86 to \$1.18 to hire four more firefighters.

Action: Approved Unanimously

Good of the Order/Announcements

The Fire Commissioners appreciated the staff that organized the Fire Academy Graduation.

Secretary Niiro asked that the fire commissioners to review the current Board of Fire Commissioners Policy Manual and make any updates or suggestions to be approved at the next fire commissioners meeting.

Next Board Meeting

July 13, 2023

Time: 5:00 pm

Location: Station 54

There being no further business, Commissioner Engle adjourned the meeting at 5:50 pm.

Submitted,

Cathy Niiro

Cathy Niiro, Secretary