



# Central Whidbey Island Fire & Rescue

1164 Race Road  
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

[www.cwfire.org](http://www.cwfire.org)

IN THE MATTER OF

Appointing the District's

Auditing Officer

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**Resolution 23-08**

**WHEREAS:** The Commissioners of Central Whidbey Island Fire & Rescue have met during a regular meeting and determined:

**WHEREAS:** RCW 52.14.100 grants the power and the duty to appoint positions necessary for efficient operation of the District; and,

**WHEREAS:** the District desires to separate the responsibilities and duties of the auditing officer and the finance officer as established in Resolution 86-01; and,

**WHEREAS:** the District defines the responsibility of the appointed "Auditing Officer" to be the person who verifies, confirms and ensures any and all purchases using fire district funds are a legitimate and approved expenditure; and,

**THIS RESOLUTION** is intended to supersede and replace any previous Resolution(s) and Motions regarding the District Auditing Officer; and therefore,

**BE IT RESOLVED** by the Board of Fire Commissioners of Central Whidbey Island Fire & Rescue to hereby appoint Fire Chief Jerry Helm as the district's Auditing Officer. In the Fire Chief's absence, he may delegate the responsibilities and duties of the Auditing Officer to Division Chief James Meek.

**ADOPTED** at the regular meeting of the Central Whidbey Island Fire & Rescue Board of Fire Commissioners, this 14th Day of September, 2023.

Central Whidbey Island Fire & Rescue  
Board of Fire Commissioners

*Cheryl Engle*

Cheryl Engle, Board Chairperson

*Paul Messner*

Paul Messner, Commissioner

*Steve Hutchinson*

Steve Hutchinson, Commissioner

Attest:

*Cathy Niire*

Cathy Niire, District Secretary