



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

September 12, 2024

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 Commissioner Paul Messner at 5:00 pm. Facebook Live was available for this meeting.

Commissioners and Staff Present

Commissioners Paul Messner, Cheryl Engle, Steve Hutchinson, Fire Chief Jerry Helm, Division Chief Chris Geiger, Division Chief James Meek, and Finance Officer Cathy Niiro

Consensus Approval of the Agenda

Commissioner Messner received consensus approval of the agenda.

Input from the Public

None.

Approval of Previous Minutes

Commissioner Steve Hutchinson moved to approve and Commissioner Cheryl Engle seconded approval of the minutes for the Regular Board Meeting on August 8, 2024.

Action: Approved Unanimously.

Approval of Vouchers

M&O Vouchers #240902001-240902032	\$82,825.65
WA State Dept of Retirement EFT	\$26,245.26
Payroll – Direct Deposit	\$101,358.85
IRS EFTPS EFT	\$22,159.46
Capital Bond Vouchers #240903001	\$537.20
Total	\$233,126.42

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Commissioner Cheryl Engle moved to approve and Commissioner Steve Hutchinson seconded approval of the vouchers.

Action: Approved Unanimously.

Chief's Report

Chief Jerry Helm, Division Chief Chris Geiger and Division Chief James Meek shared with the Fire Commissioners the Chief's Report as of September 12, 2024.

Finance Officer's Report

Finance Officer Cathy Niiro shared the Budget Position for September 12, 2024.

ICOM Board Report

Commissioners Hutchinson, standing in for Commissioner Engle, gave a brief report from the July ICOM Board meeting. ICOM is pursuing a 2/10 of 1% sales tax for funding their services on the April 2025 ballot.

Old Business

None.

New Business

1. Motion was made to approve by Commissioner Cheryl Engle and seconded by Commissioners Steve Hutchinson the 2024 Fire Commissioners Board Manual.

Action: Approved Unanimously.

2. Discussion of new badges and patch design by Chief Helm. Commissioner Engle asked what the estimated cost of that would be. The new badges and patch design would be phased in. Chief Helm will furnish that estimated cost.

Good of the Order

October 23-26, 2024 WFOA Conference, Davenport Hotel, Spokane
(Commissioners Engle, Hutchinson, Messner, Fire Chief Jerry Helm and Board Secretary Cathy Niiro)

Next Regular Meeting

October 10, 2024

Time: 5:00 pm

Location: Station 53, 1164 Race Rd., Coupeville WA

There being no further business, Commissioner Paul Messner adjourned the meeting at 5:45 pm.

Submitted,

Cathy Niiro, Secretary

