



# 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)

## Board of Fire Commissioners Meeting Agenda

February 12, 2026

5:00 PM

### Pledge of Allegiance

### Consensus Approval of the Agenda

### Input from the Public

### Swearing In of new Finance Officer: Sonja Lindenstien

### Approval/Correction of Previous Minutes

January 8, 2026 Regular Board Meeting

### Approval of Vouchers

|                                  |                      |
|----------------------------------|----------------------|
| M&O Vouchers # 2026149 – 2026184 | \$ 128,937.80        |
| WA State Dept of Retirement EFT  | \$ 41,245.09         |
| Payroll – Direct Deposit         | \$ 154,231.41        |
| IRS EFTPS EFT                    | \$ 35,479.67         |
| Capital Vouchers #2026185        | \$ 22,600.00         |
| <b>Total</b>                     | <b>\$ 382,493.97</b> |

### Chief's Report

1. Operational Activity
2. Administrative Activity
3. Operations/B Shift
4. Community Risk Reduction (CRR)/A Shift
5. Training
6. Facilities/C Shift
7. 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.

## New Business

1. Motion to approve or disapprove an interfund transfer of \$70,410 from the General Fund to Contingency Fund.

*Contingency is a budgeted line item within the general fund. The purpose of contingency is to provide a reserve for unanticipated, but critical expenses... The board of fire commissioners has established a policy that contingency be funded in the amount of 10% of anticipated operating expenses. In 2026, a transfer from the general fund to contingency for \$70,410 will be required to maintain the 10% target of 2026 operating expenses. This will leave a balance of \$451,279 for 2026.*

2. Motion to approve or disapprove transfer of \$25,000 from General Fund #640 to the #626 Sick Leave Buyback Trust Fund.
3. Motion to approve or disapprove transfer of \$22,600 from General Fund #640 to #643 Capital Fund.

## Old Business

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;*

*The following excerpt 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 section 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**

Northwest Leadership Conference  
**March 4-6, 2026**  
Holiday Inn Portland – Columbia Riverfront  
Portland, OR

WFCA Seminar  
**June 5-6, 2026**  
Campbell Resort  
Chelan, WA

WFCA Conference  
**October 21 -24, 2026**  
Davenport Hotel  
Spokane, WA

### **Regular Meeting**

March 12, 2026  
Time: 5:00 pm

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