



# Central Whidbey Island Fire & Rescue

1164 Race Road  
Coupeville, WA 98239

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Professionalism • Integrity • Compassion • Excellence  
(360) 678-3602 [www.cwfire.org](http://www.cwfire.org)

## Board of Fire Commissioners Meeting Agenda

*DRAFT*

**April 9, 2026**

**5:00 PM**

**Pledge of Allegiance**

**Consensus Approval of the Agenda**

**Input from the Public**

**Approval/Correction of Previous Minutes**

March 12, 2026 Regular Board Meeting

**Approval of Vouchers**

M&O Vouchers #260401001 -260406003	\$313,993.72
WA State Dept of Retirement Systems EFT	\$ 38,514.24
Payroll-Direct Deposit	\$131,990.38
IRS EFTPS	\$ 23,427.68
Capital # 260405001	\$ 77,441.78
<b>Total</b>	<b>\$585,367.80</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

(Board Policy Manual Review – Deferred to 2027, as the Board completed a comprehensive review and adopted an updated Board Policy Manual in October 2025.)

## New Business

1. Report to Board of Fire Commissioners regarding electrical safety concerns at the McPherson building.

## 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 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**

Commissioners Steve Hutchinson and Larry Goff completed the quarterly internal fiscal audit on March 30, 2026. Commissioner Goff completed training as part of this process and will handle the remaining internal audits for 2026.

#### **WFCA Spring Seminar Series**

**March 14, 2026**

Virtual by Zoom

*Commissioner Goff*

#### **Hustle with Heroes**

**May 30, 2026, Saturday**

**7:00 AM set-up, 10:00 am run**

Coupeville High Stadium

#### **WFCA Seminar**

**June 5-6, 2026**

Campbell Resort

Chelan, WA

*Commissioner Messner*

#### **WFCA Conference**

**October 21 -24, 2026**

Davenport Hotel

Spokane, WA

*Commissioners Goff, Hutchinson, Messner*

### **Regular Meeting**

May 14, 2026

Time: 5:00 pm

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