



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

August 9, 2018

Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by acting Chair Cheryl Engle at 17:00 hours.

Input from the Public – None.

Commissioners and Staff Present

Acting Board Chair Cheryl Engle, Commissioner Steve Hutchinson (via “Join Me”), Chief Hartin, Deputy Chief Charlie Smith, Firefighter/EMT Dillon Rogers and Finance Officer/Board Secretary Kim Harpe (Commissioner Paul Messner –excused absence)

Members of the Public Present - Mr. Chris Geiger.

Consensus Approval of the Agenda

Acting Board Chair Cheryl Engle received consensus approval of the agenda.

Approval/Correction of Previous Minutes

Acting Board Chair Cheryl Engle moved to approve and Commissioner Steve Hutchinson seconded approval of the minutes for the meeting on July 12, 2018.

Action: Approved Unanimously.

Approval of Vouchers

Acting Board Chair Cheryl Engle moved to approve and Commissioner Steve Hutchinson seconded approval of the following vouchers:

| | |
|--|-------------|
| M&O Vouchers & Payroll #3134 through #3175 | \$45,356.27 |
| Direct Deposit Payroll | \$68,615.33 |
| Dept. of Retirement Systems (Debit) | \$18,716.37 |
| IRS – Payroll Taxes (Debit) | \$12,634.56 |
| Capital Voucher #11 | \$3,027.42 |
| Grant Voucher #3 | \$66.36 |
| Bond Capital Voucher #5 | \$5,102.58 |

\$153,518.89

Grand Total:

Action: Approved Unanimously.

Chief's Report

Chief Ed Hartin reported on the following activity for the month of July 2018:

1. Administrative
2. Operations/B Shift
3. CRR/A Shift
4. Training/Retention.
5. Facilities/C Shift
6. Fleet Maintenance

Finance Officer's Report

Office Manager Kim Harpe presented the Monthly Budget Position as of August 9, 2018 for the Maintenance & Operation and Capital funds.

New Business.

After some discussion, Acting Board Chair Cheryl Engle made a motion and Commissioner Steve Hutchinson seconded to approve surplus of the gator pump and tank.

Action: Approved Unanimously.

Old Business.

Station 53 Construction Project Discussion.

Chief Hartin shared, he was waiting on some minor fixes to the facilities plan and once the Board approves the design, the plan will be posted for everyone to look at with times being arranged for input. Public communication on the districts website and newsletter will start once the Board has approved the plan.

Good of the Order/Announcements

- | | |
|---------------------|--|
| August 10-18, 2018 | IFIW @ Revinge, Sweden (Chief Hartin) |
| October 24-28, 2018 | WFCA Annual Conference @ Yakima Convention Center, WA (Commissioners Engle, Messner, Hutchinson) |

Acting Board Chair Cheryl Engle shared, "She would be on travel and would be available remotely via "join me" for the regular meeting scheduled on September 13, 2018".

Next Regular Meeting

September 13, 2018

Time: 5:00pm

Location: Station 53

There being no further business, Acting Chair Cheryl Engle adjourned the meeting at 17:21.

Submitted,

A handwritten signature in cursive script that reads "Kim Harpe".

Kim Harpe, Secretary-