



Central Whidbey Island Fire & Rescue

1164 Race Road
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

www.cwfire.org

DRAFT

Board of Fire Commissioners Meeting Minutes

May 9, 2019

Call to Order

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

Input from the Public - None.

Commissioners and Staff Present

Board Chair Steve Hutchinson, Commissioner Cheryl Engle, Chief Hartin, Deputy Chief Charlie Smith, Training Captain Jerry Helm, Firefighters Jeff Rhodes and 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

Approval/Correction of Previous Minutes

Commissioner Cheryl Engle moved to approve and Board Chair Steve Hutchinson seconded approval of the minutes for the meeting on April 11, 2019.

Action: Approved Unanimously.

Commissioner Cheryl Engle moved to approve and Board Chair Steve Hutchinson seconded approval of the minutes for the special meeting on April 24, 2019.

Action: Approved Unanimously.

Commissioner Cheryl Engle moved to approve and Board Chair Steve Hutchinson seconded approval of the minutes for the special meeting on April 29, 2019.

Action: Approved Unanimously.

Approval of Vouchers

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

M&O Vouchers & Payroll #3535 through #3566	\$ 40,761.61
Direct Deposit Payroll	\$ 69,406.91
Dept. of Retirement Systems (Debit)	\$ 19,989.41
IRS – Payroll Taxes (Debit)	\$ 13,715.09
Grand Total	\$143,873.02

Action: Approved Unanimously.

Chiefs Report

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

Finance Officer's Report

Finance Officer Kim Harpe presented the Monthly Budget Position as of May 9, 2019 for the Maintenance & Operations and Capital Funds.

New Business.

1. Commissioner Cheryl Engle moved to approve and Board Chair Steve Hutchinson seconded approving renewal of the Department of Natural Resources Forestland Response Agreement.

Action: Approved Unanimously.

2. Commissioner Cheryl Engle moved to approve and Board Chair Steve Hutchinson seconded approving renewal of the Department of Natural Resources Fire District Assistance Agreement.

Action: Approved Unanimously.

3. Commissioner Cheryl Engle moved to approve and Board Chair Steve Hutchinson seconded approving an inter-fund transfer of \$126,350.00 from #644 Capital Fund to #778 Bond Redemption Fund for a debt service payment.

Action: Approved Unanimously.

4. Commissioner Cheryl Engle moved to approve and Board Chair Steve Hutchinson seconded approving the purchase of two Dodge Ram Tradesman 5500 Four Wheel Drive Chassis Cabs in the amount of \$116,796 and awarding the bid to Ken Garff West Valley Chrysler Jeep Dodge.

Action: Approved Unanimously.

5. Chief Hartin gave the Board a report detailing part-time firefighter staffing successes and challenges. He provided the Board with an explanation of how the data and information was gathered and walked the Board through the report.

Old Business.

1. WhidbeyHealth Hospital Inter-Local Agreement (ILA) Update. Chief Hartin shared, “Board Chair Steve Hutchinson, himself, North Whidbey Fire & Rescue’s Board Chair, TJ LaMont and Fire Chief Mark Kirko would be meeting on May 10th, 2019 with WhidbeyHealth EMS Manager Roger Meyeres, Assistant Manager Sean Levine and CEO Ron Telles to negotiate revision to the Interlocal Agreement (ILA) between the Fire Districts and Hospital District related to staffing of the Basic Life Support (BLS) Ambulances”.
2. Discussion of Station 53 Construction Project Update. Chief Hartin stated, “There was no new information and permits were still working their way through the process.

Good of the Order/Announcements

- | | |
|-----------------|--|
| Jun 1, 2019 | WFCA Saturday Seminar @ Campbell’s Resort @ Lake Chelan
(Commissioner Messner, Chief Hartin) |
| Sept 5, 2019 | Host Sno-Isle Meeting |
| Oct 23-26, 2019 | Annual WFCA Conference, Tulalip Casino, WA
(Commissioners Messner, Hutchinson & Engle) |

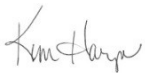
Next Regular Meeting

June 13, 2019
Time: 5:00pm
Location: Station 53

Next Special Meeting

May 16th, 2019
Time: 10:00am
Location: Station 53

There being no further business, Board Chair Steve Hutchinson adjourned the meeting at 18:35.
Submitted,



Kim Harpe, Secretary