



# 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)

*DRAFT*

## Board of Fire Commissioners Meeting Minutes October 10, 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, Commissioner Paul Messner, Finance Officer/Board Secretary Cathy Niiro, Deputy Chief Charlie Smith

**Members of the Public Present** - Mr. Chris Geiger.

### Introduction of Firefighter Ryan Barrett

### Consensus Approval of the Agenda

### Approval/Correction of Previous Minutes

Commissioner Paul Messner moved to approve and Commissioner Cheryl Engel seconded the approval of the minutes for the regular meeting on September 12, 2019.

**Action:** Approved Unanimously.

### Approval of Vouchers

Commissioner Paul Messner moved to approve and Commissioner Cheryl Engle seconded the approval of the following vouchers:

M&O Vouchers Numbered 3745 through 3792	\$57,128.01
Direct Deposit Payroll	\$74,550.29
Direct Deposit Retropay	\$30,683.09
Department of Retirement Systems (Debit)	\$18,929.88
IRS-Payroll Taxes (Debit)	\$18,042.50
Capital Vouchers	\$116,796.00

Bond Vouchers

\$506.50

**Grant Total**

**\$316,636.27**

**Action:** Approved Unanimously.

**Chiefs Report was presented by Deputy Chief Charlie Smith**

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 Cathy Niiro presented the Monthly Budget Position as of October 10, 2019 for the Maintenance & Operations, Capital Bond Funds and Capital Funds.

**Old Business** - None

**New Business**

1. The 2020 Budget was handed out to the Fire Commissioners.

**Good of the Order/Announcements**

October 7-11, 2019

Firehouse Expo, Nashville, TN  
Chief Hartin

October 23-26, 2019

Annual WFCFA Conference, Tulalip, WA  
Commissioners Messner, Hutchinson, & Engle

**Next Special Meeting/Public Budget Hearing**

October 29, 2019

Time: 19:00

Location: Station 53

**Next Regular Meeting**

November 14, 2019

Time: 17:00

Location: Station 53

There being no further business, Board Chair Steve Hutchinson adjourned the meeting at 17:45.

Submitted,

*Cathy Niiro*

Cathy Niiro, Secretary