



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

March 25, 2020

Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Board Chair Cheryl Engle at 16:00 hours.

Input from the Public - None.

Commissioners and Staff Present

Board Chair Cheryl Engle, Commissioner Steve Hutchinson, Commissioner Paul Messner, Finance Officer/Board Secretary Cathy Niiro, Chief Ed Hartin, Deputy Chief Charlie Smith and Capt Jerry Helm

Members of the Public Present – Chris Geiger

Consensus Approval of the Agenda

New Business

1. The COVID-19 Update was given by Chief Hartin. The Incident Command System video starring Chief Ed Hartin and produced by Capt. Jerry Helm was shared. The video was previously shared with the Island County Public Health Dept. where it was well received.

Island County has 38 cases of COVID-19 with 24 of those from Careage, one fatality. Careage is a long-term health facility that is in our patch.

2. Motion to Approve or Disapprove Memorandum of Understanding with Local 4299, Part-time Staffing & Shift Transfers

Commissioner Paul Messner moved to approve and Commissioner Steve Hutchinson seconded the motion to approve Memorandum of Understanding with Local 4299, Part-time Staffing & Shift Transfers

Action: Approved Unanimously

3. Motion to Approve or Disapprove Temporary Amendment to Policies in Standard Operating Guideline 1.2.6 Part-Time Firefighters

Commissioner Paul Messner moved to approve and Commissioner Steve Hutchinson seconded the motion to approve Temporary Amendment to Policies in Standard Operating Guideline 1.2.6 Part-Time Firefighters as attached

Action: Approved Unanimously

4. Motion to Approve or Disapprove Order of Succession

Commissioner Steve Hutchinson moved to approve and Commissioner Paul Messner seconded the motion to approve Order of Succession as outlined in attached of March 19, 2020 Document of Continuity of Operations/Order of Succession

Action: Approved Unanimously

5. Continuity of Governance-Discussion and Direction to the Fire Chief. Board Chair Cheryl Engle asked Chief Hartin to move forward with this and to develop a letter from the Board of Fire Commissioners to the Island County Commissioners regarding the continuity of governance in the event of multiple resignation or fatalities among the board. The board was asked to provide several names for recommendation to the Island County Commissioners.

COVID-19 pandemic does not outweigh the need for an open public meeting so future Board of Fire Commissioners meetings will be broadcast live and the public can participate remotely through a Facebook feed. The Fire Commissioners will not be physically at St. 53 but will be participating remotely.

Old Business – None.

Good of the Order/Announcements

June 6, 2020 WFCFA Conference: Managing Risk to Avoid the Witness Stand @ Campbell's Resort on Lake Chelan, WA
(Commissioner Messner)

October 22 - 24, 2020 WFCFA 72nd Annual Conference, Davenport Grand Hotel, Spokane, WA
(Commissioners Engle, Hutchinson and Messner)

The meeting rooms at all the stations have been closed to the public until further notice.

Next Regular Meeting will be broadcast live because of the social distancing of COVID-19.

April 9, 2020

Time: 5:00 pm

Location: Station 53

There being no further business, Board Chair Cheryl Engle adjourned the meeting at 5:30 pm.

Submitted,

Cathy Niiro

Cathy Niiro, Secretary