



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 13, 2015

Call to Order

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

Commissioners and Staff Present

Chair Paul Messner, Cheryl Engle, Chief Ed Hartin, Deputy Chief Charlie Smith, Office Manager/Board Secretary Kim Harpe, Office Assistant Emily Hilberdink, Firefighter Bob Moore, Captain Jerry Helm and Whidbey News Times Report Ron Newberry

Members of the Public Present - None.

Consensus Approval of the Agenda

The Chair received consensus approval of the agenda.

Input from the Public –None.

Office Assistant Emily Hilberdink requested to address the Board. She stated, “She accepted a counselor position with Bainbridge School District and shared that she appreciated and enjoyed her four years with the district and that she would miss everyone”.

Approval/Correction of Previous Minutes

Commissioner Cheryl Engle moved to approve and Chair Paul Messner seconded approval of the minutes for the meeting on July 9, 2015.

Action: Approved Unanimously.

Approval of Vouchers

Acting Chairperson Cheryl Engle moved to approve and Chair Paul Messner seconded approval of the following vouchers:

M&O Vouchers & Payroll # 10205 through #10255	\$64,031.04
Direct Deposit Payroll	\$56,700.86
IRS EFTPS - Payroll Taxes	\$13,094.58
Capital Vouchers #18 through #28	\$144,803.42
Grand Total	\$278,629.90

Action: Approved Unanimously.

Chief's Report

Chief Hartin reported on the following activity in the month of July 2015:

1. Emergency Response Activity.
2. Shift Activity
3. Recruitment/Training
4. Community Risk Reduction
5. Facilities Maintenance.
6. Vehicle Maintenance
7. Administration
8. External Activity

Finance Officer's Report

Office Manager Kim Harpe presented the board with the Monthly Budget Position as of August 13, 2015 and reported, "Proposed 2nd Quarter Budget Adjustments" would be presented for the Boards review at the their next regular scheduled meeting in September.

Unfinished Business

None.

New Business

Commissioner Cheryl Engle made a motion to approve the purchase of three Scott X360N NFPA compliant thermal imaging camera's. Chair Paul Messner seconded approval of this motion.

Action: Approved Unanimously.

Chief Hartin reported, "He recently met with Whidbey General Hospital CEO, Ms. Jeri Forbes and the hospitals contractors to discuss the possibility of Central Whidbey Island Fire & Rescue allowing the hospital to put an access road in at Station 51. Chief Hartin provided the Board with a proposed diagram and after much discussion shared he would be meeting with them again and would look to the Board for guidance on whether to approve or not at an upcoming meeting.

October 21-24, 2015

WFCA Annual Conference – Tulalip Casino, WA

Next Regular Meeting

September 10, 2015

Time: 17:00

Location: Station 53

There being no further business, Chair Paul Messner adjourned the meeting at 18:05.

Submitted,

A handwritten signature in blue ink that reads "Kim Harpe". The signature is written in a cursive style with a large initial "K".

Kim Harpe, Secretary