



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

DRAFT

September 9, 2021

Call to Order

This meeting of the Central Whidbey Island Fire & Rescue (CWIFR) Board of Fire Commissioners was called to order by Board Chair Paul Messner at 17:00 hours. The public was participating remotely through Facebook Live in compliance with the Open Public Meeting Act RSW42.30 and Proclamation 20-28.

Commissioners and Staff Present

Board Chair Commissioner Paul Messner, Commissioner Cheryl Engle, Commissioner Steve Hutchinson, Fire Chief Ed Hartin, Deputy Chief Jerry Helm, AIC Capt James Meek, Finance Officer Cathy Niiro, Fire fighter Jeff Rhodes, John Lloyd and Kole Kellison

Members of the Public Present

None

Consensus Approval of the Agenda

Chair Paul Messner received consensus approval of the agenda.

Input from the Public

None. Members of the public were also participating through Facebook Live.

Approval/Correction of Previous Minutes

Commissioner Cheryl Engle moved to approve and Commissioner Steve Hutchinson seconded approval of the minutes for the Correction of the Regular Board Meeting on July 8, 2021

Action: Approved Unanimously.

Commissioner Cheryl Engle moved to approve and Commissioner Steve Hutchinson seconded approval of the minutes for the of the Regular Board Meeting on August 12, 2021

Action: Approved Unanimously.

Commissioner Steve Hutchinson moved to approve and Commissioner Cheryl Engle seconded approval of the minutes of the Special Board Meeting on August 24, 2021

Action: Approved Unanimously.

Approval/Correction of the Vouchers

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

M&O Vouchers & Payroll #5289 through #5330	\$43,552.07
Direct Deposit Payroll	\$99,615.20
Dept. of Retirement Systems (Debit)	\$24,749.83
IRS – Payroll Taxes (Debit)	\$21,651.21
Bond Capital Voucher	\$7,211.21
Total	\$196,779.52

Action: Approved Unanimously.

Chief's Report

Deputy Chief Helm shared with the Fire Commissioners Chief Hartin's Report of September 9, 2021.

Finance Officer's Report

Finance Officer Cathy Niuro presented the board with the Budget Position as of September 9, 2021.

Old Business

1. Discussion of joint meetings with South Whidbey Fire/EMS and North Whidbey Fire and Rescue of boards of fire commissioners is still on hold. Board Chair Messner will pursue a meeting in the next couple of months to accommodate meeting location at Station 53 with current COVID restrictions.
2. Update on vaccine mandate

New Business

1. Commissioner Cheryl Engle moved to approve and Commissioner Steve Hutchinson seconded motion #1 to transfer of \$4,088.00 received from Go Fund Me for the LUCAS Machine from General Fund #640-00-95000 to Capital Fund #643-00-95000.

Action: Approved Unanimously.

2. Commissioner Cheryl Engle moved to approve and Commissioner Steve Hutchinson seconded motion #2 to transfer \$241,216 from General Fund #640-00-95000 to Capital Fund #643-00-95000.

Action: Approved Unanimously.

3. Commissioner Cheryl Engle moved to approve and Commissioner Steve Hutchinson seconded motion #3 to transfer \$31,837 from General Fund #640-00-95000 to Compensated Absences #626-00-95000.

Action: Approved Unanimously.

Good of the Order/Announcements

Oct 20-23, 2021	Annual WFCFA Conference, Tulalip Casino, WA (Commissioners Messner, Hutchinson & Engle and Board Secretary Niiro)
March 2-4, 2022	Northwest Leadership Seminar, Red Lion Hotel on the River, Portland, OR (Commissioners Messner, Hutchinson & Engle)

Chief Hartin would like to thank the Firefighters, Deputy Chief Jerry Helm for providing the bagpipes, that participated in the memorial service for Firefighter Tyler Rico. Also thanks to the South Whidbey Fire/EMS for their coverage of our area while the Firefighters attended the service.

Next Regular Meeting

October 14, 2021
Time: 17:00
Location: Station 53

There being no further business, Chair Paul Messner adjourned the meeting at 17:45.

Submitted,

Cathy Niiro

Cathy Niiro, Secretary