

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
October 11, 2012– 5:30 P.M.**

Minutes

In Attendance:

Chairman Kenon Simmons
Commissioner Mike Helland
Commissioner Bob Elliot
Chief Rusty Palmer

In Audience: AC Busch, DC Cotton, DC Beck, DVC Shields, Gary Gabelein, Sherrye Wyatt, Ben Criswell

- I. Call to Order – Chairman Simmons called the meeting to order at 5:30pm.
- II. Approval of Agenda – Commissioner Helland moved to approve the agenda; motion carried.
- III. Public Input – none
- IV. Consent Agenda - All matters listed within the Consent Agenda have been distributed to each member of South Whidbey Fire/EMS’s Board of Commissioners for reading and study. They are considered to be routine, and will be enacted by one motion of the Commissioners with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.
 - a. Approval of Minutes
 - i. Regular Meeting September 13, 2012
 - b. Finance Officer’s Reports –
 - c. Monthly Vouchers –
 - i. Payroll Warrants – \$54,475.70
 - ii. Vendor Warrants - \$117,482.44
 - d. Chief’s Report

Commissioner Elliot moved to approve the Consent agenda; motion carried.

- V. Unfinished Business –
 - a. Update on Levy Lift Ballot Question – Chief Palmer updated the board on the Levy Lift process. A discussion about Community response to the Levy Lift concluded with the majority feeling positive about their communications with the public. Liz Loomis, the District Public Relations Consultant, joined the discussion to give details of the projects she has been assisting the District with. Up to date she has assisted with the production of 14 news releases, 13 stories on the lid lift, 7 factual letters to the editor, 3 newsletters and a Facebook page to communicate with the public. The ‘To Do’ list includes posting more department information to the website and the possibility of a newspaper reporter spending a shift with an EMT/Firefighter to write an article on ‘A day in the Life’. The District will distribute a Levy Fact Card and one more newsletter prior to the election.
- VI. New Business –
 - a. Live Fire Training Structure – Chief Palmer presented the winning bid from Eagle Building Company from Clinton WA for \$11,865.00. Commissioner Helland moved to approve the bid and contract; motion carried.

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- b. WFCA medical/dental insurance application – Chairman Simmons signed the insurance application 2013.
- c. Levy Certification for 2013 discussion – Chief Palmer explained to the board that we are waiting to file the Levy Certification until after the Levy vote.
- d. Levy ordinance and substantial need resolution for 1% increase 2013 discussion - Chief Palmer informed the board that we won't know which paperwork we need to file until after the Levy Lift vote has been determined. The November meeting will be moved to the 15th after the election.

VII. Announcements – Chief Palmer informed the board about an engine issue with E31. The engine may need to be replaced; Fire Fleet Maintenance will be here Friday to evaluate it.

VIII. Varia – none

IX. Executive Session – none

X. Action taken as result of Executive Session – n/a

XI. Concluded – 6:12pm

Cindy Rehberg
District Secretary