

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
July 11, 2013 - 5:30 PM**

Minutes

In Attendance:

Chairman Mike Helland
Commissioner Kenon Simmons
Chief Rusty Palmer

In audience: DC Cotton, Ben Watanabe, Marc Swenson, Michael Oyola, Jo Oyola, Lt. Starkweather, Ashley Taylor, Will Suarez, Sean McDougald

- I. Call to Order – Chairman Helland called the meeting to order at 5:32pm.
- II. Pledge of Allegiance
- III. Approval of Agenda – Commissioner Simmons moved to approve the agenda; motion carried.
- IV. Public Input –
- V. 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 June 13, 2013, Special Meeting June 25, 2013
 - b. Finance Officer's Reports –
 - c. Monthly Vouchers –
 - i. Payroll Warrants – \$56,168.73
 - ii. Vendor Warrants – \$227,302.50
 - d. Chief's Report

Commissioner Simmons moved to approve the consent agenda; motion carried.

- VI. Unfinished Business –
 - a. Update on fire boat fabrication – Chief Palmer reported the boat is on schedule and ready for fabrication. The information for the grant reimbursement has been received.
 - b. Update on Stations 31, 33, & 36 Repairs – Chief Palmer reported that the septic at Station 31 has been installed and is complete with exception to the concrete work which is in progress. Station 33 is complete. Station 36 is on schedule and currently being painted inside; the carpet will need to be replaced as it is damaged and unsalvageable.
 - c. Update on Office Assistant Position – Chief Palmer reported that 11 interviews will take place next week for the position, a total of 40 applicants were reviewed.
 - d. Update on Sign Technician Position – Chief Palmer informed the board that an applicant was offered the position but declined for an offer with benefits. Two more applicants will be interviewed next week.

- VII. New Business –

- a. Probationary Firefighters and EMT's badge presentation and recognition -
 - EMT Academy – In attendance: Marc Swenson Not in Attendance: Kelly Cammermeyer, Dareld Chittim, Anne Collins, Brent Davison, Will Piepenbrink, Pamela Uhlig
 - Fire Academy – In Attendance: Sean McDougald, Will Suarez Not in Attendance: Robert Armstrong, Cameron Clark, Adam Price
 - Lateral Transfer Fire Fighter/EMT – In Attendance: Ashley Taylor Not in Attendance: Tyson Diffie
- b. Mid-Year Budget review – Chief Palmer reported on the current condition of the budget. At mid-year we have several accounts that are over budget due to unanticipated costs, these costs will be covered by transferring funds from other line items that are under budget allowing the bottom line to remain the same. Commissioner Simmons moved to approve Resolution 2013-05 transferring funds between line items to balance the accounts; motion carried.

VIII. Announcements – none

IX. Varia – Chairman Helland asked for an update on Lexipol. Chief Palmer reported that he has received 2 of the sample policies back but is still waiting for the remaining to review and make a recommendation to the board.

X. Executive Session – none

XI. Action taken as result of Executive Session – NA

XII. Concluded – 5:58pm

Cindy Rehberg
District Secretary