

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
November 6th, 2014 - 8:30 AM**

Minutes

Attendance:

Chairman Simmons
Commissioner Elliot
Commissioner Helland
Chief Palmer

In Audience: Chief Cotton, Chief Busch, Chief Beck, Chief Shields, Vicki Lange, Ben Wantanabe.

- I. Call to Order. Commissioner Helland called the meeting to order at 8:31AM.
- II. Approval of Agenda
- III. New Business
 - a. Budget Work Session with Staff. Chief Palmer opened the discussion by informing the group that there were four main areas where guidance was needed: Staff Raises, Part-Time Firefighters, Bayview Station, Apparatus.

Commissioner Helland opened the discussion by discussing the raises for the staff. He expressed concern about approving raises for the staff without having new policies implemented first to properly evaluate the positions. Chief Palmer advised that the staff hadn't received an increase other than cola in quite some time. He also wanted to note that in comparison to other fire districts in the area we are average. The Deputy Chiefs are on the higher end of the average and the part-time staff is on the lower end of the average. Commissioner Helland took the time to publically thank the staff for their hard work.

Commissioner Simmons then started a conversation about part-time firefighters. Chief Palmer asked Administrative Assistant, Vicki Lange, to compile a random sampling of calls to illustrate the level of response. The data showed that we have a reduced response in some stations. The intent of hiring part time firefighters was to augment that response. However, hiring a single engine company will not solve the district wide response issues. Therefore, he recommended that we remove those positions from the budget for 2015 and look at it again in the 2016 budget after a more detailed study.

Chief Palmer mentioned that for the 2015 budget he has \$300,000 budgeted for Carletti Architects and \$25,000 for actual construction. Carletti Architects informed us that we would not be starting construction in 2015 at all so the \$25,000 is set aside as a precautionary.

The last point of discussion was apparatus. Chief Palmer said that SWFE currently has three tenders that are 27 years old that need to be replaced.

Chairman Simmons said that he was available to hold a special meeting to approve the budget if it was needed but at this point it time it is not. The Commissioners all expressed their thanks to the staff for all their hard work on the 2015 budget.

Chief Palmer was directed by the board to present the budget for the public hearing to include a 5% overall increase in staff salaries, (3.5 raise, 1.5% COLA), remove part time firefighters, to include design services for the Bayview project, and include an additional tender in the budget.

IV. Concluded. Chairman Simmons concluded the meeting at 9:18AM.

Kay Butler
District Secretary