

SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
March 10th, 2016 - 5:30 PM
Minutes

Attendance: *Chairman Simmons, Commissioner Elliot, Commissioner Mestemacher, Chief Palmer*

In Audience: *Chief Beck, Chief Cotton, Chief Moffatt, Chief Laughren, Paul Busch, Sherrye Wyatt, Melissa Simmons.*

- I. Call to Order. Chairman Simmons called the meeting to order at 5:30P.M.
- II. Pledge of Allegiance.
- III. Addition to the Agenda. Chief Palmer requested a few items be added to the agenda:
 - Add new recruit, Matthew Jones under “New Business.”
 - Sherrye Wyatt Contract Renewal under “New Business.”
- IV. Approval of Agenda. Commissioner Elliot moved to approve the agenda with the presented Changes, motion carried.
- V. Public Input. None.
- VI. 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 on February 11th, 2016
 - b. Finance Officer’s Reports –
 - c. Monthly Vouchers –
 - i. Payroll- \$116,595.34
 - ii. Accounts Payable- \$472,131.74

Commissioner Elliot moved to approve the consent agenda, motion carried.
- VII. Unfinished Business –
 - a. Bayview Fire Station Update. Chief Palmer reported that everything is on plan for the new building project at Bayview and that he is working on setting up financial bond workshops in April for the Commissioners to attend.
- VIII. New Business –
 - a. Policy Amendment – Policy 103, Fiscal Management – amending Section 103.5.10 Audit of Expenditures, and Section 103.5.11 Audit of Expenditures Process. Offered for 2nd and final Reading. Commissioner Elliot moved to approve the policy amendment of Policy 103, motion carried.
 - b. Policy Amendment – Policy 331, Carrying Weapons On-Duty, amending Section 331.2 Policy. Offered for 2nd and final Reading. Commissioner Elliot moved to approve the policy amendment of Policy 331, motion carried.
 - c. Policy Amendment – Policy 1012, Salary and Benefits – amending Section 1012.1 Employee Salary and Wages, Section 1012.3.3 Vacation Leave, and Section 1012.3.4 Sick Leave. Offered for 2nd and final Reading. Commissioner Elliot moved to approve the policy amendment of Policy 1012, motion carried.
 - d. Policy Amendment – Policy 1023, Recognition, Commendations, and Meritorious Service, amending the policy in its entirety. Offered for 2nd and final Reading. Commissioner Elliot moved to approve the policy amendment of Policy 1023, motion carried.

- e. Resolution 2016-04- Cancel Warrant #654971 to Whidbeytronics. Commissioner Elliot moved to approve Resolution 2016-04, motion carried.
- f. Resolution 2016-05 to Surplus (3) 2500 gallon portable water tanks that were replaced with new fol-da-tanks. Commissioner Elliot moved to approve Resolution 2016-05, motion carried.
- g. New Recruit Matthew Jones- Commissioner Elliot moved to approve Matthew as a new member, motion carried.
- h. Contract Renewal- Chief Palmer presented a contract renewal for Sherrye Wyatt for her marketing services. The contract had no changes and it was noted that this contract renewal was budgeted for.

IX. Announcements:

- Annual Awards Dinner- March 12th, 5:30P.M. at Useless Bay Golf & Country Club.

X. Varia: None.

XI. Executive Session was entered into at 5:58 P.M. for 20 minutes to discuss a personnel issue.

XII. Action taken as result of Executive Session: None.

XIII. Conclude. Chairman Simmons concluded the meeting at 6:18 P.M.

Kay Cope,
District Secretary