

**SOUTH WHIDBEY FIRE/EMS**  
**REGULAR MEETING**  
**5579 Bayview Road, Langley, Washington**  
**October 14<sup>th</sup>, 2021 – 5:30 PM**  
**Meeting Minutes**

<https://global.gotomeeting.com/join/863778045>

**Attendance via GoTo Meeting:** Chairman Metz, Vice Chairman Noblet, Chief Palmer. Commissioner Mestemacher joined at 5:37pm.

**In Audience:** FF/EMT Robert Husom, FF/EMT Benenati, Lt. Eric Ensign, Jim Towers, Savannah Erickson, Kelly McDonald, Suzi Prentiss, Sherrye Wyatt, Deputy Chief Jon Beck, Deputy Chief Terry Ney, one unknown caller. Lt. Leah Kalahiki joined at 5:40pm.

- I. Call to Order. Chairman Noblet called the meeting to order at 5:32 p.m.
- II. Approval of Agenda. Commissioner Mestemacher made a motion to approve the agenda as presented; Chairman Noblet seconded.
- 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. Special Meeting on September 8<sup>th</sup>, 2021.
    - ii. Regular Meeting on September 9<sup>th</sup>, 2021.
  - b. Finance Officer’s Reports –
  - c. Monthly Vouchers— \$485,416.99

Commissioner Mestemacher made a motion to approve the consent agenda as presented; Chairman Noblet seconded.

- V. **Unfinished Business** –
  - a. Board Vacancy Status. Chief Palmer stated that we are still in the “letter of interest” phase. Citizens have until the 22<sup>nd</sup> to submit a letter. Interviews will be November 4<sup>th</sup>; selection and Commission will be November 9<sup>th</sup>, at the next Regular meeting.
  - b. Executive Search Status. Chief Palmer stated that the Fire Chief’s position is out for advertisement everywhere and will be places on the local websites and newspapers.

- c. Policy Updates – Second Reading. Chief Palmer stated that many small changes were performed by Lexipol due to RCW tweaks. Significant changes were to the District’s policies for Surplus property addition, striking the daily log book policy, and changes to salaries and benefits for Volunteer pension points.

Commissioner Mestemacher made a motion to approve the policy changes as presented; Chairman Noblet seconded.

**VI. New Business –**

- a. Budget Presentation. Chief Palmer asked the Board if they had any questions regarding the draft 2022 budget supplied to them. He also stated that the District received the 3 new vehicles ordered that arrived early; we will be paying for those this year.

VII. Announcements: Chief Palmer reminded the Board and audience that the next meeting will be held on Tuesday, November 9<sup>th</sup>, at 5:30pm, due to Veteran’s Day. Chief Palmer stated that he is considering opening the training room at Station 36 for public use, and we may be able to do in-person meetings. He is waiting to hear back from the District’s attorney.

**VIII. Comments from Commissioners:**

Chairman Noblet asked Chief Palmer if the District will be doing any booster vaccine clinics. Chief Palmer replied that the hospital is setting one up.

IX. Executive Session: The Board stated that they would be going into Executive Session for 45 minutes for reason RCW 42.30.10, personnel matters. The Board, Chief Palmer, Deputy Chief Jon Beck, and District Secretary went into Executive Session at 6:00pm.

The Board came out of Executive Session at 6:45pm, stating that no action was taken during the session.

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

XI. Conclude. Chairman Noblet concluded the meeting at 6:46 p.m.

Sarah Pedersen,  
District Secretary