

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
March 12th, 2015 - 5:30 PM**

Minutes

In Attendance:

Commissioner Helland
Commissioner Elliot
Commissioner Simmons
Chief Palmer

In Audience: Chief Busch, Chief Beck, Chief Cotton, Jimmy Berto, Ryan Hanscom.

- I. Call to Order. Chairman Helland called the meeting to order at 5:30PM.
- II. Pledge of Allegiance.
- III. Executive Session Request. Chief Palmer requested a 20 minute executive session at the end of the meeting for the purpose of reviewing personnel performance of a public employee with no action needed, approved by the Board.
- IV. Approval of Agenda. Commissioner Simmons moved to approve the agenda, 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 12th, 2015
 - b. Finance Officer's Reports –
 - c. Monthly Vouchers –
 - i. Payroll Warrants \$64,872.68
 - ii. Vendor Warrants \$113,855.88

Commissioner Elliot moved to approve the consent agenda, motion carried.

- VII. Unfinished Business –
 - a) Policy Manual update. Chief Palmer gave a brief update on the progress being made in regards to revisions of the draft policy manual.
- VIII. New Business –
 - a) Resolution 2015-04: Cancel Warrant to Six Robbles for \$16.87. Commissioner Elliot moved to approve Resolution 2015-04, motion carried.
 - b) Resolution 2015-05: Cancel Warrant to Simmons Garage for \$287.46. Commissioner Simmons moved to approve Resolution 2015-05, motion carried.
 - c) Contract Approval – General Fire Equipment Company for Fabrication of 2 Water Tenders. Commissioner Elliot moved to approve the contract for General Fire and authorized the chair to sign, motion carried.
 - d) Contract Approval – Ategan Technologies, LLC. for Information Technologies System Support. Ryan

Hanscom from Ategan Technologies was present and was introduced at the meeting. Commissioner Simmons moved to approve the contract and authorized the chair to sign, motion carried.

- e) Contract Approval – MoxieCreek, LLC for Website Management and Maintenance. Commissioner Simmons moved to approve the contract from MoxieCreek, LLC., motion carried.
- f) Contract Approval – Jerry Beck & Company, Inc. for Radio Consultant Services. This is for a 3 year contract for radio consultant services. Jerry Beck & Company, Inc., will charge SWFE the current rate for one more year and then will charge a 3% increase per year. Commissioner Simmons moved to approve the contract, motion carried.

IX. Announcements:

- a. Chief Palmer announced the District Awards Banquet at Useless Bay Country Club on March 14th, 17:30.
- b. Chief Palmer announced the All District Membership Meeting at South Whidbey High School Commons on March 17th, 18:30. Commissioner Elliot will be the board representative for that meeting.
- c. Chief Palmer announced that the draft hazard mitigation plan is now out for public review for 30 days. Once it is adopted by Island County he will bring it to the Board meeting for approval.

- X. Varia: Chief Palmer asked for guidance regarding the generator at station 34 which failed at the end of 2014. Chief Beck informed the board that it is irreparable and is over 10 years old. It will be approximately \$40,000 to replace. Chief Palmer asked the board if they would rather do an emergency resolution to transfer funds into the budget to cover the expense or wait until July to include it in the mid-year budget adjustment. The Chief was asked to bring it to the mid-year budget review.

XI. Executive Session was entered into at 5:58PM

XII. Action taken as result of Executive Session: None

XIII. Conclude. The meeting was concluded at 6:18PM.

Kay Cope,
District Secretary