

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
December 13, 2012– 5:30 PM**

Minutes

In Attendance:

Acting Chairman Mike Helland
Commissioner Bob Elliot
Chief Rusty Palmer

In Audience: AC Busch, DC Cotton, DC Beck, DVC Shields, Gary Gabelein, Leah Kalahiki, Vincent Bond, Sean McDougald, Brian Johnson, Elizabeth Majestic, Cameron Clark, Adam Price, Herschel Rostov

- I. Call to Order – Commissioner Helland called the meeting to order at 5:30pm.
- II. Pledge of Allegiance
- III. Approval of Agenda – Commissioner Elliot moved to approve the agenda; motion carried.
- IV. Public Input – none
- 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 November 15, 2012, Special Meeting November 27th, 2012.
 - b. Finance Officer’s Reports –
 - c. Monthly Vouchers –
 - i. Payroll Warrants – \$113,519.55
 - ii. Vendor Warrants – \$114,912.03
 - d. Chief’s Report

Commissioner Elliot moved to approve the consent agenda; motion carried.
- VI. Unfinished Business –
 - a. Asbestos Abatement Project Update – Chief Palmer updated the board on the progress; both stations are complete and asbestos free per sample testing. The next step is the reconstruction which will be put out for bid for the 2013 budget.
 - b. Approved Budget Update – The approved budget is currently being put into the accounting software, and converted to the new BARS structure for 2013.
- VII. New Business –
 - a. Membership approval –Commissioner Helland welcomed the new members to the District; in attendance Vincent Bond, Sean McDougald, Brian Johnson, Elizabeth Majestic, Cameron Clark, Adam Price, and Herschel Rostov. Not in attendance Kelly Cammermeyer, Pamela Uhlig, Jeff Cravy.
 - b. Contract Extension and Change Order Training Structure – Chief Palmer requested a 30 day extension for the project until January 15th and a contract change approval for \$1655.01 for Eagle Building. Commissioner Helland moved to approve the extension and change order; motion carried.
 - c. Choose a date for the board retreat – January 12th at 8:30am; Saratoga Inn in Langley.

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- VIII. Announcements – Happy and safe Holidays from the Board to the staff and members of the District.
- IX. Varia – Chief Palmer announced he will have his contract ready for approval at the January 10th meeting.
- X. Executive Session – At 5:42pm the board entered closed session to discuss two personnel performance matters. The regular meeting resumed at 6pm.
- XI. Action taken as result of Executive Session – Commissioner Helland moved to approve termination of David Monell due to lack of participation and failure to pass the FFI test; motion carried. The second matter was tabled until the January 10th, 2013 meeting.
- XII. Adjournment – 6:03pm.

Cindy Rehberg
District Secretary