

SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
February 14th, 2019 – 5:30 PM

Minutes

Attendance: Chairman Mestmacher, Commissioner Simmons, Commissioner Mestemacher, Chief Palmer.

In Audience: Deputy Chief Cotton, FF Leah Kalahiki, Lt. Travis Zimmerman, FF Carlee Mills, Mike Noblet, Sherrye Wyatt.

- I. Call to Order. Chairman Mestmacher called the meeting to order at 5:31 p.m.
- II. Pledge of Allegiance.
- III. Approval of Agenda. Chief Palmer requested the following Agenda change:
 - a. Under Executive Session – Chief Palmer stated that only 15 minutes will be needed and that no action will be taken during the Executive Session.

Commissioner Simmons moved to approve the agenda with the changes as requested; Commissioner Hawley seconded.

- IV. Public Input. Citizen Mike Noble announced his candidacy for the chair that may be opening on the Board at the end of 2019 and introduced himself.
- 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 on January 10th, 2019.
 - b. Finance Officer's Reports –
 - c. Monthly Vouchers— \$542,422.97

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

- VI. Unfinished Business –
 - a. **Bayview Fire Station Update.** Chief Palmer stated that the crew is currently a week behind schedule due to the recent bad weather, but we are on budget. Two change orders have been made so far, amounting to about \$15,000.00, for one window change and speakers. Chief Palmer will schedule another walk through soon and notify the Board of the dates.
 - b. **Strategic Plan Discussion and Approval.** Chief Palmer provided the Board with a copy of the Strategic Plan and asked the Board to approve the “Strategic Initiatives” listed so that specifics and long term goals can then be shared with staff.
 - “Theme 1” was read aloud and Commissioner Simmons made a motion to approve as presented; motion was seconded.
 - “Theme 2” was read aloud and Commissioner Hawley made a motion to approve as presented; motion was seconded.
 - “Theme 3” was read aloud and Commissioner Simmons made a motion to approve as presented; motion was seconded.

- VII. New Business –
 - a. **Board Meeting Date Changes.** Due to scheduling conflicts, the following dates for the regular meeting of the Board of Commissioners are as follows:
 - April 11th meeting date changed to April 4th.
 - May 9th meeting date will remain unchanged.

- June 13th meeting date changed to June 20th.

VIII. Announcements:

- a. Annual Awards Banquet, March 16th, at Useless Bay Golf & Country Club.
- b. The All District meeting on March 19th has been rescheduled to April 16th.

IX. Varia: None

X. Executive Session:

- Chief Palmer and the Board went into Executive Session at 6:15pm for 15 minutes to discuss RCW 42.30.110 Personnel.
- The Executive Session ended at 6:30pm.

XI. Action taken as result of Executive Session: No action was taken.

XII. Conclude. Chairman Mestemacher concluded the meeting at 6:31 P.M.

Sarah Pedersen,
District Secretary