

**SOUTH WHIDBEY FIRE/EMS
REGULAR MEETING
5535 Cameron Road, Freeland, Washington
June 9th, 2016 - 5:30 PM
MINUTES**

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

Audience: Maureen & Tom Denny, Sherrye Wyatt, Paul Busch, Chief Cotton, Chief Beck, Kyle Jensen

- I. Call to Order. Chairman Simmons called the meeting to order at 5:30P.M.
- 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 on May 12th, 2016
 - b. Finance Officer's Reports –
 - c. Monthly Vouchers – \$ 227,876.89

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

- VI. Unfinished Business –
 - a. **Bayview Fire Station Update.** Chief Palmer informed the Board that we are waiting for final approval from the County to continue along in the process. Chief Palmer will be trying to secure the date of June 28th for a special meeting-work session to work on the financial aspects of the project. He will update the Board when the meeting gets scheduled.
 - b. **Hiring Update.** Chief Palmer informed the Board that there were 5 candidates who applied for the part time positions and all 5 were invited to participate in an assessment center. Only 3 candidates showed up to the assessment center, 2 applying for a Lieutenants position and 1 applying for a firefighter's position. The Chief will be conducting interviews with them shortly.
- VII. New Business –

Cooperative Purchasing Agreement with the City of Seattle. Chief presented the Board with a cooperative purchasing agreement with the City of Seattle that would allow us to tag onto their bids to give us access lower pricing. Commissioner Simmons moved to approve the Cooperative Purchasing Agreement with the City of Seattle, motion carried. Chairman Simmons signed the agreement on behalf of the Board.

VIII. Announcements:

- We received a \$300 donation from Cara Race Chief will be sending a thank you card.
- We received the \$10,000 bequest from the estate of Bob Giswold. Chief will be sending a thank you letter to the Giswold Family.
- Chief Palmer and Chief Beck met with the Port to speak with them about the tender that we are giving to them on permanent loan. They requested a few changes be made to the agreement. They will be bringing us another copy to sign.

IX. Varia:

- Chief introduced Maureen & Tom Denny from MoxieCreek, our website designers and Sherrye Wyatt, who has been working on our social media platforms.
- Sherrye Wyatt gave an update on the progress being made through communications through our social media platforms (Twitter, Facebook, and the new website.) She informed the Board that they recently held a focus group with young adults to gain their feedback on what appeals to them.
- Sherrye introduced Maureen, who gave a demonstration of the newly designed website highlighting some key changes of:
 - Streamlined navigation
 - Blog
 - Twitter feed
 - Videos
 - Ability to track visitors (google analytics)

X. Executive Session: N/A.

XI. Action taken as result of Executive Session: N/A.

XII. Conclude. Chairman Simmons concluded the meeting at 6:05P.M.

Kay Cope,
District Secretary