

**SOUTH WHIDBEY FIRE/EMS
BOARD OF FIRE COMMISSIONERS
SPECIAL MEETING
September 27, 2022 – 3:00 PM
Minutes – DRAFT**

Join Zoom Meeting
<https://us06web.zoom.us/j/82870941334>
Meeting ID: 828 7094 1334
One tap mobile
+12532158782,,82870941334# US (Tacoma)
+17193594580,,82870941334# US

In Attendance: Commissioners Towers, Commissioner Noblet, Commissioner Erickson, Chief Walsh.

Audience: Deputy Chief Beck, Deputy Chief Ney, and Gina Walsh.

Zoom Audience: Lieutenant Husom, and EMT Suzie Reynolds.

- I. **Call to Order.** Commissioner Board Chairman Noblet called the meeting to order at 1501.
- II. **Approval of Agenda.** Commissioner Erickson motioned to approve the agenda. Commissioner Towers second. Motion passed unanimously.
- III. **Resolution 2022-10** – Declaration of interim Finance Officer/Audit Officer with Island County Treasurer’s Office. Commissioner Towers motioned to approve the agenda. Commissioner Erickson second. Motion passed unanimously.
- IV. **Executive Session.**
Chairman Noblet adjourned into executive session at 1508 for a maximum of no later than 1600 pursuant to RCW 42.30.110(1)(f) to discuss a personnel matter, with a half hour for Board discussion followed by a half hour for the complainant time with the Board.
- V. **Action taken as result of Executive Session.**
Chairman Noblet returned the meeting from executive session at 1600. Commissioner Towers motioned to hire a special investigator to address concerns raised by the personnel matter and to direct staff to negotiate with the investigator to research the problem. Commissioner Noblet second as Commissioner Erickson recused herself. Motion passed 2-0.
- VI. **Conclude.**
Commissioner Chair Noblet concluded the meeting at 1602.

Nicholas Walsh, in lieu of
District Secretary



SOUTH WHIDBEY FIRE/EMS

5535 Cameron Road • Freeland, WA 98249
360/321-1533 • Fax 360/321-9385 • www.swfe.org

Commissioners:
Bob Elliot
Mike Helland
Kenon Simmons

PUBLIC NOTICE

SPECIAL MEETING

September 11th, 2014 - 4:30 pm
Freeland Fire Station
5535 Cameron Rd Freeland, WA 98249

Pursuant to RCW 42.30.080, and RCW 52.14.090, the Board of Fire Commissioners of South Whidbey Fire/EMS is calling a special meeting for 4:30 pm, September 11th, 2014 at the Freeland Fire Station, 5535 Cameron Rd Freeland WA 98249. The purpose of the meeting is for the Audit Exit Conference for the fiscal year 2013.



SOUTH WHIDBEY FIRE / EMS

5579 Bayview Road • Langley, WA 98260
(360)321-1533 • Fax (360)321-9385 • www.swfe.org

BOARD OF FIRE COMMISSIONERS SPECIAL MEETING

September 27, 2022 – 3:00 PM

Agenda – *DRAFT*

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Commissioners

Jim Towers
Michael Noblet
Savannah Erickson

Fire Chief

Nicholas Walsh
chief@swfe.org
(360)321-6061

Operations

Deputy Chief
Terry Ney
ops@swfe.org
(360)321-2546

Resource

Deputy Chief
Jon Beck
resource@swfe.org
(360)321-2147

Training

Division Chief
Joseph Dilley
training@swfe.org
(360)321-2645

Records

Records Manager
Vicki Lange
records@swfe.org
(360)222-5011

Finance

Finance Officer

finance@swfe.org
(360)222-5012

Admin Specialist

Kelly McDonald
info@swfe.org
(360)222-5013

- I. Call to Order.
- II. Approval of Agenda.
- III. Resolution No. 2022-10 – Declaration of Interim Finance Officer/Audit Officer.
- IV. Executive Session – Pursuant to RCW 42.30.110(1)(f) to review a personnel matter.
- V. Action(s) Taken from Executive Session.
- VI. Conclude.

SOUTH WHIDBEY FIRE/EMS

RESOLUTION NO. 2022-10
DECLARATION OF INTERIM FINANCE OFFICER/AUDIT OFFICER WITH
ISLAND COUNTY TREASURER'S OFFICE

WHEREAS, The District finds, as the person filling the Finance Officer/Audit Officer position, leaves or changes, the district must appoint an individual(s) to fulfill this position for the District on an interim basis;

WHEREAS, The District appointed person(s) filling the Finance Officer/Audit Officer position require access to the District's financial and banking assets both in person and online, with the Island County Treasurer's Officer to perform the core functions of said position;

WHEREAS, The District's policy requires the person(s) filling the Finance Officer/Audit Officer position to sign checks as a second signer and have such authority with the Island County Treasurer's Officer financial institution of record to perform the core functions of said position;


WHEREAS, The Island County Treasurer's Office requires the District to specify the person(s) filling the Finance Officer/Audit Officer position, both permanent and interim, to be designated by resolution;

THEREFORE BE IT RESOLVED; the following individuals, acting as interim Finance Officer/Audit Officer, are authorized by the South Whidbey Fire/EMS Board of Commissioners to have signature authority, and all necessary form of access to the said South Whidbey Fire/EMS accounts with the Island County Treasurer's Office and associated financial institution for the performance of duties of that position:

- Cathy Niiro
- Sonja Lindenstien
- Vicki Lange


ADOPTED at the special meeting of the Board of Fire Commissioners on September 27th, 2022.

By 
Michael Noblet, Chairman

By 
Jim Towers, Commissioner

By 
Savannah Erickson, Commissioner

ATTEST:


Nicholas Walsh