***Regular Meeting of the Board of Commissioners***

***Thursday, July 10, 2025 at 4:00pm***

 **Minutes- Draft**

Join Zoom Meeting

<https://us06web.zoom.us/j/2208026387?pwd=WWNSR3JscUhZK3ZHU3JOV05ZOHF1UT09&omn=81578454549>

 Meeting ID: 220 802 6387

Passcode: 926342

One tap mobile

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**Attendance:** Commissioner Erickson, Commissioner Noblet, Commissioner Towers, Chief Walsh.

**Audience:** Sean McDougald, Lt. Kalahiki (via Zoom)

1. **Call to Order**

Commissioner Noblet called the meeting to order at 4:02pm.

1. **Approval of Agenda**

Agenda was amended to include additional New Business: Fire Mobilization Interagency Agreement.

Commissioner Erickson motions to approve agenda as amended. Commissioner Towers seconded.

 **Motion carried unanimously.**

1. **Public Input**

None.

1. **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 routine and will be enacted by one motion of the Commissioners with no separate discussion. If a separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

**Approval of Minutes**

Regular Meeting June 12th

 **Finance Reports**

Budget Position Report

Check Register

Treasurer’s Report

**Monthly Vouchers**

*6/2/2025 EFT for G.O. Bond Interest in the amount of $58,255.00*

*6/5/2025 #250602001-250602012 for Accounts Payable in the amount of $198,119.22*

*6/10/2025 EFT for Payroll in the amount of $68,541.13*

*6/13/2025 #250604001-250604012 for Accounts Payable in the amount of $271,006.85*

*6/18/2025 #250605001-250605008 for Account Payable in the amount of $46,088.27*

*6/24/2025 EFT for Payroll in the amount of $67,120.19*

*6/27/2025 #250606001-250606006 for Accounts Payable in the amount of $6,516.66*

*6/1-6/30/2025 EFT for Payroll Liabilities in the amount of $113,016.77*

 *Total Warrants Approved $828,664.09*

 Commissioner Erickson motions to approve. Commissioner Towers seconded.

 **Motion carried unanimously.**

1. **Member Update**

N/A

1. **Old Business**

N/A

1. **New Business**

**Boat Lease**

 Chief Walsh presented a Marine Vessel Interim Lease Analysis. The boat lease would go through appx. June-July 2026 while awaiting delivery of the new SAFE Boat.

Downside is the additional costs during the lease period but the benefits would be early training for the crews, more reliability than Marine 3 and more capability than Marine 31.

Marine 31 will be a back-up as training continues on SAFE Boat.

FF McDougald also shared that the leased vessel is very similar to the SAFE Boat which benefits training time. Chief Walsh is requesting approval from the Board to move forward with an interim lease which will provide a more seamless transition to the new vessel.

Commissioner Erickson motions to approve. Commissioner Towers seconded.

 **Motion carried unanimously.**

**First Reading Policy 1030**

 Essentially refreshing and updating policy to address some questions and concerns about non-adherence regarding what is acceptable and what is not. There are some items that will remain at Chief’s discretion but overall, will continue to allow personal choice that reflects district policy and does not interfere with safety.

**Fire Mobilization Interagency Agreement with WA. State Patrol**

Chief Walsh explains that SWFE has been gearing up towards Wildland Deployments and part of that process is 1. finalizing the last few administrative steps that will be discussed in the Executive Session and 2. the Fire Mobilization contract between SWFE and WA State Patrol. The mobilization contract allows SWFE to deploy crews with WA State Patrol, effective July 2025-2029 and then bill for crew time, apparatus, overtime and backfill. The contract is standard and can not be amended and is required for billing purposes. Chief Walsh is seeking permission from the board to sign the agreement and move forward with the mobilization contract between WA State Patrol and South Whidbey Fire EMS.

Commissioner Towers motions to approve. Commissioner Erickson seconded.

 **Motion carried unanimously.**

**Chiefs Report**

 Call volume was up with some days receiving 20 calls. Increase likely due to tourism and weather. Fourth seat coverage remains steady and trending upward. Fifth and sixth seat also saw an increase. MERV staffing was down only slightly.

We currently have 3 volunteer applicants in process. There were 140 applicants for the firefighter position and the top 8 have been invited back for Chief’s interviews. Battalion Chief position is currently open through Aug.1st. We have blueprints for our Training Center and are currently awaiting bids for ground work and footers. Upcoming events for SWFE are Island County Fair July 24th - 25th and the National Night Out on August 5th.

1. **Announcement**

None

1. **Comments from Commissioners**

Commissioner Noblet reflected on the flood disaster in Texas and wonders what process SWFE has in place in declaring the level of response to a disaster. Chief Walsh stated that Island County Dept. of Emergency Management will follow their guidelines and communicate with other local agencies to determine disaster response.

1. **Executive Session**

***RCW 42.30.110(1)(g)****(1) Nothing contained in this chapter may be construed to prevent a governing body from holding an executive session during a regular or special meeting: (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;*

Commissioner Noblet calls the meeting into Executive Session at 4:55pm for 15 minutes.

Commissioner Noblet calls Regular Meeting back to session at 5:10pm.

1. **Action taken as a result of Executive Session**

Chief Walsh requested approval of the Memorandum of Understanding between South Whidbey Fire EMS and IAFF Local 5212 spelling out wildland firefighting requirements and asking the board to approve with a minor change to Article 4.4 clarifying Kelly days.

Commissioner Towers motions to approve. Commissioner Erickson seconded.

 **Motion carried unanimously.**

1. **Conclude**

Commissioner Erickson motions to adjourn. Commissioner Towers seconded.

 **Motion carried unanimously.**

Commissioner Noblet adjourns the Regular Meeting at 5:17pm.

Shari Schroeder,

Board Secretary