



# **SOUTH WHIDBEY FIRE / EMS**

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

**SOUTH WHIDBEY FIRE/EMS  
REGULAR MEETING  
5579 Bayview Road, Langley, WA 98260  
April 11, 2024 – 5:30pm  
Minutes**

**In Attendance:** Commissioner Erickson, Commissioner Towers, Commissioner Noblet, Chief Walsh and Nicole Hagen

**Audience:** Deputy Chief Ney, Division Chief Dilley, Lt. Kalahiki, FF Swenson, FF/EMT Turner, FF/EMT Benenati, FF/EMT Townsend and Mary Kaye Johansen

**Zoom:** FF/EMT Husom, Alex Magallon and Cassi Dilley

**I. Call to Order**

Commissioner Erickson called the meeting to order at 5:30pm

**II. Approval of Agenda**

Commissioner Noblet motioned to approve the agenda; Commissioner Towers seconded the motion.

**The motion carried unanimously.**

**III. Public Input**

None

**IV. 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**

Special Meeting on March 12<sup>th</sup>

Regular Meeting on March 14<sup>th</sup>

**Finance Reports**

Budget Position Report

Check Register

Treasurer's Report

**Monthly Vouchers**

*Dated 3/1/2024 for Accounts Payable in the amount of \$210,978.04*

*Dated 3/7/2024 for Payroll EFT in the amount of \$56,151.05*

*Dated 3/8/2024 for Accounts Payable in the amount of \$31,069.20*

*Dated 3/12/2024 for Payroll EFT in the amount of \$1,253.95*

*Dated 3/15/2024 for Accounts Payable in the amount of \$20,213.51*

*Dated 3/22/2024 for Accounts Payable in the amount of \$21,372.29*

*Dated 3/22/2024 for Payroll EFT in the amount of \$57,098.95*

*Dated 3/1-3/31/2024 for Payroll Liabilities in the amount of \$314,900.49*

*Total Warrants \$713,037.48*

Commissioner Noblet motioned to approve the Consent Agenda; Commissioner Towers seconded the motion.

**The motion carried unanimously.**

### **Member Update**

Chief Walsh explained that the interview panel for the next batch of new volunteers is taking place on April 19<sup>th</sup>.

### **V. Unfinished Business**

None

### **VI. New Business**

#### **Chief's Report**

Chief Walsh explained the call volume and the fourth and fifth seat coverage for the month of March.

Commissioner Noblet asked how our coverage compares to neighboring districts.

Chief Walsh explained that Central Whidbey Island Fire & Rescue will be moving to 4 person coverage.

Chief Walsh also stated that FF Camargo will be graduating State Fire Academy on April 19<sup>th</sup>. He also mentioned our annual awards banquet was moved to May 24<sup>th</sup>.

#### **Engineering Report for securing generator**

Chief Ney explained that one of our current volunteers has researched the securing of our generators. The cost to have someone come out and design up a mount for the generator at Station 36 will cost around \$750.

Commissioner Noblet asked what seismic event this retrofit will cover.

Chief Ney explained that the retrofit will cover up to 7.5-8.0 earthquake.

Commissioner Noblet motioned to move forward with the engineering for the generator at Station 36 for approximately \$750; Commissioner Towers seconded the motion.

**The motion carried unanimously.**

#### **Estimate for installation of second propane tank at 34 (seismic preparation)**

Chief Ney explained the location of the current propane tank at Station 34 and suggested adding an additional tank on the same side of the building as the generator. The estimate in the amount of \$4,819.84 would be for adding the second tank. The cost is a little high due to the fact that the propane line will have to be ran under a concrete sidewalk.

#### **Division Chief/ Reorganization of Chiefs**

Chief Walsh explained the organization charts.

Commissioner Erickson asked if the Span of Control would be manageable with this new organizational chart.

Chief Walsh further explained the Platoons and that the Span of Control would be manageable.

Commissioner Noblet asked where would the Captain be on the organizational chart.

Chief Walsh explained that it would be directly under Chief Dilley.

Commissioner Erickson clarified that is Chief Walsh takes time off, the Assistant Chief would be acting.

Chief Walsh explained that yes, the Assistant Chief would be acting if Chief Walsh is off. He also stated that in the Fire Service, if it is not defined, it normally goes by seniority. He also explained the financial impact of promoting Chief Ney to Assistant Chief and Chief Dilley to Deputy Chief, savings of \$39,899.94 due to a Deputy Chief position not being filled this year.

Commissioner Noblet motioned to approve the new organizational chart as well as the promotion of Chief Ney to Assistant Chief and Chief Dilley to Deputy Chief; Commissioner Towers seconded the motion.

**The motion carried unanimously.**

### **Policy 1007 Chief Positions – First Reading**

Chief Walsh explained the proposed changes to Policy 1007 to reflect the new organizational chart.

Commissioner Erickson stated that it seems pretty straight forward.

**Resolution 2024-08 Bank Account Signer**

Chief Walsh explained that this resolution is to add our Finance Officer as a signer on our bank accounts.

Commissioner Towers motioned to approve Resolution 2024-08; Commissioner Noblet seconded the motion.

**The motion carried unanimously.**

**Presentation on New Tenders**

Chief Ney went over the specs of a proposed new tender. He stated that replacing one of our older tenders with a new one would bring our average age from 16 down to 10.

Commissioner Noblet asked if the safety features that are spec'd out for the new tender can be retrofitted to our current tenders.

Chief Ney explained that moving the hard suction hose would not be feasible, but the electric valve to avoid being directly behind the tender is feasible.

Chief Walsh explained that we have \$440,000 budgeting for a new tender and that with the current surplus vehicles bringing in \$60,000 so far, that will make up the difference needed.

Commissioner Towers motioned to approve the order of the new tender; Commissioner Noblet seconded the motion.

**The motion carried unanimously.**

**VII. Announcements**

Chief Walsh announced that our new battery powered extrication tools are here. FF/EMT Townsend gave a quick demonstration.

**VIII. Comments from Commissioners**

None

**IX. Conclude**

Commissioner Noblet motioned to adjourn the meeting; Commissioner Towers seconded the motion.

**The motion carried unanimously.**

Commissioner Erickson adjourned the Regular Meeting of the Board of Commissioners at 6:42pm.

Nicole Hagen,  
Board Secretary