**SOUTH WHIDBEY FIRE/EMS**

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS**

**5579 Bayview Road, Langley, WA 98260**

**October 10, 2024 – 5:30pm**

**Minutes-Draft**

Join Zoom Meeting

<https://us06web.zoom.us/j/2208026387?pwd=WWNSR3JscUhZK3ZHU3JOV05ZOHF1UT09&omn=88498298030>

Meeting ID: 220 802 6387

Passcode: 926342

One tap mobile

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**In Attendance:** Commissioner Erickson, Commissioner Noblet, Commissioner Towers, Chief Walsh and Shari Schroeder.

**Audience:** Blake Benenati, Chief Ney, Lt. Wilkie, Chief Magallon, Mary Kaye Johansen, Holly Eckert, Robert Husom, Lt. Kalahiki (zoom).

1. **Call to Order**

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

1. **Approval of Agenda**

Commissioner Erickson amended agenda to include additional new business: Island County Fire Commissioner Meeting and Bunker Gear Replacement Proposal. Commissioner Noblet motioned to approve agenda, Commissioner Towers seconded the motion.

**The 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 September 12, 2024

Special Meeting September 14, 2024

Commissioner Towers requests September 14th minutes include track changes added to the Strategic Plan to identify changes.  
Commissioner Noblet motioned September 14 minutes be added to the November Board of Commissioners Meeting for approval. Commissioner Towers seconded.

**The motion carried unanimously.**

Commissioner Erickson proposed to update both September 12 and September 14. Commissioner Noblet motioned to approve, Commissioner Towers seconded.

**The motion carried unanimously.**

**Member Update**

None

**Finance Reports**

Budget Position Report

Check Register

Treasurer’s Report

**Monthly Vouchers**

*Dated 9/3/2024* #*240903001-240903009 for Accounts Payable in the amount of $8,823.801*

*Dated 9/5/2024 for Payroll EFT in the amount of $62,787.34*

*Dated 9/6/2024 #240906001 for Payroll in the amount of $353.71*

*Dated 9/19/2024 for Payroll EFT in the amount of $63,319.35*

*Dated 9/20/2024 #240908001-240908031 for Accounts Payable in the amount of $40,782.74*

*Dated 9/27/2024 #241001001-241001024 for Accounts Payable in the amount of $51,750.78*

*Dated 9/1-9/30/ 2024 for Payroll Liabilities EFT in the amount of $107,088.20*

***Total Warranties $334,905.93***

Commissioner Noblet motioned to approve consent agenda as amended, Commissioner Towers seconded.

**The motion carried unanimously.**

1. **Unfinished Business**

Presentation Archbright HR Consulting presented by Holly Eckert. Chief Walsh requested Board of Commissioners formal approval of Silver Package. Commissioner Noblet motioned to approve for 2024. Commissioner Towers seconded. Commissioner Erickson amended motion to reflect membership continues through 2025.

**The motion carried unanimously.**

1. **New Business**

Bunker Gear Replacement Presentation by Lt. Wilkie.

Chief’s Report

Continued increase in call volume. Paramedicine to be added to the new Strategic Plan. Nod to Chief Magallon and the Lieutenants for diligence in auditing and charting call data. Fourth and fifth seat coverage is up. MERV response is up. Currently have 7 volunteer applicants at different stages in the process. Chief Walsh acknowledges all the great work going into fire prevention in educating children.

Preliminary 2025 BudgetChanges: received via email.

Preliminary 2025 Budget Review

Chief Walsh presents projected revenues and expenses for budget year 2025. Timeline for budget approval: Commissioner Board approval- Nov.14th Island County approval- Nov. 30th. Board approval for Levy documents needed Nov. 14th as well.

Station 31 Server UPS

Chief Walsh requests approval to purchase new server for station 31. Commissioner Towers motioned to approve expenditure, Commissioner Noblet seconded.

**The motion carried unanimously.**

Island Fire Commissioners Meeting

Scheduled for November 6th at Central Whidbey Fire and Rescue.

1. **Announcements**

None

1. **Comments from Commissioners**

None

1. **Executive Session**

***RCW 42.30.140(4)(a)*** *Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.*

1. **Realty Executive Session**

***RCW 42.30.110(1)(b)(c)****. (b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price; (c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;*

Commissioner Erickson called the meeting into Executive Session at 7:00pm for 30 minutes.

Commissioner Erickson called for an additional 15 minutes for Executive Session.

Commissioner Erickson called the meeting back to regular session at 7:45pm.

No action taken as a result of the Executive Session.

1. **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 7:46pm.

Shari Schroeder

Board Secretary