# SOUTH WHIDBEY FIRE/EMS REGULAR MEETING

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

**December 14, 2023 – 5:30 PM**

**Agenda**

Join Zoom Meeting

<https://us06web.zoom.us/j/2208026387?pwd>=

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Meeting ID: 220 802 6387

Passcode: 926342

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1. **Call to Order**

Commissioner Towers called the meeting to order at 5:31 pm.

1. **Approval of Agenda**

Commissioner Noblet motioned to approve the agenda, Erickson seconded the motion.

**The motion carried unanimously.**

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.

**Finance Officer’s Reports**

Budget position Report

Treasurers Report

**Monthly Vouchers**

*Dated 11/16/2023 for Payroll EFT in the amount of $78,380.52*

*Dated 11/30/2023 for Payroll EFT in the amount of $60,399.86*

*Dated 11/24/2023 for Accounts Payable in the amount of $401,375.66*

*Dated 12/4/2023 for Payroll Liabilities EFT in the amount of $208,079.50*

*Total Warrants Approved* $748,235.54

Commissioner Towers asked if the AP was up to date. Chief Walsh explained that it is now up to date.

Commissioner Noblet motioned to approve the Consent Agenda, Erickson seconded the motion.

**The motion carried unanimously.**

1. **Member Update**

Karen Arndt – Lateral EMT

Chief Walsh stated that Karen is currently a ski patroller and coming to us as a lateral EMT.

Alicia Johnson – Lateral EMT

Matthew Petrich – Upcoming Fire Academy

Commissioner Erickson motioned to approve new members, Noblet seconded the motion.

**The motion carried unanimously.**

1. **Unfinished Business**

None

1. **New Business**

2024 Commissioner Meeting Schedule

Commissioner Noblet motioned to approve meeting schedule, Erickson seconded the motion.

**The motion carried unanimously.**

Resolution 2023-09 Warrant Cancellation

Commissioner Noblet motioned to approve warrant cancellation, Erickson seconded the motion.

**The motion carried unanimously.**

Resolution 2023-10 Budget Adjustment

Chief Walsh explained the budget adjustments.

Commissioner Noblet motioned to approve budget adjustments, Erickson seconded the motion.

**The motion carried unanimously.**

Resolution 2023-11 Interim Finance Officer

Commissioner Erickson clarified who will be the interim finance officer.

Commissioner Erickson motioned to approve interim finance officer, Noblet seconded the motion.

**The motion carried unanimously.**

1. **Announcements**

Chief Walsh reminded everyone of the upcoming Department Christmas Party on December 16th as well as the Strategic Planning meeting. Chief Walsh also stated that the department is looking at the possibility of outsourcing accounting.

1. **Comments from Commissioners.**

Commissioner Noblet commended the crews for the Christmas lights display.

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.*

***RCW 42.30.110(1)(f)*** *To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge;*

Commissioner Towers called the meeting into executive session at 5:48 pm for 30 minutes.

Commissioner Towers called the meeting back to regular session at 6:19 pm

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

None

1. **Conclude**

Commissioner Noblet motioned to adjourn the meeting, Erickson seconded the motion.

**The motion carried unanimously.**

Commissioner Towers adjourned the Regular Meeting of the Board of Commissioners at 6:20 pm

Nicole Hagen,

District Secretary