**SOUTH WHIDBEY FIRE/EMS**

**REGULAR MEETING**

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

**September 12, – 5:30pm**

**Minutes Draft**

Join Zoom Meeting

<https://us06web.zoom.us/j/2208026387?pwd=WWNSR3JscUhZK3ZHU3JOV05ZOHF1UT09&omn=88935105717>

Meeting ID: 220 802 6387

Passcode: 926342

One tap mobile

+12532158782,,2208026387#,,,,\*926342# US (Tacoma)

+12532050468,,2208026387#,,,,\*926342# US

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

**Audience:** Leah Kalahiki, Robert Husom, Chief Alex Magallon and Chief Joseph Dilley

1. **Call to Order**

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

1. **Approval of Agenda**

Commissioner Mike Noblet motioned to amend Aug.8, 2024 minutes to have last names included when referring to individuals as this is a legal document and should state full name.

**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 August 8th

**Finance Reports**

Budget Position Report

Check Register

Treasurer’s Report

**Monthly Vouchers**

*Dated 8/1/2024* #*240801001-240801011 for Accounts Payable in the amount of $13,096.79*

*Dated 8/8/2024 for Payroll EFT in the amount of $64,599.26*

*Dated 8/12/2024 #240802001-240802024 for Accounts Payable in the amount of $44,140.74*

*Dated 8/22/2024 for Payroll EFT in the amount of $66,525.07*

*Dated 8/23/2024 #240804001for Accounts Payable in the amount of $990.00*

*Dated 8/27/2024 #240902001-240902023 for Accounts Payable in the amount of $243,534.31*

*Dated 8/1-8/31/2024 for Payroll Liabilities EFT in the amount of $92,508.74*

*Total Warranties $525,394.91*

**Member Update**

Killoran Jenkins

Chief Walsh stated he has been through onboarding process and currently started in the EMT program and ready for approval by the Board.

Commissioner Noblet motions to approve; Commissioner Towers seconded.

**The motion carried unanimously.**

1. **Unfinished Business**

Policy 1001 Lifetime Member

Chief Walsh presented 28 instances of access over the previous 2 years of the maintenance and weight room facilities. Chief Walsh proposes to eliminate the maintenance facility access where tools and heavy equipment are stored. Commissioner Noblet states to continue lifetime membership but to modify/limit maintenance access. Commissioner Erickson states to continue with lifetime membership. Commissioner Noblet stated no resolution needed.

1. **New Business**

Chief’s Report

Chief Walsh went over our call volume for the month of August as well as 4th and 5th seat being down. Response times remain consistent.

Board Secretary Position/Oath of Office

Commissioner Erickson delivered the Oath of Office to Shari Schroeder as Board Secretary.

Archbright HR Consulting

Chief Walsh proposes 1 day a week for 2 months in-house HR consulting and to hear what recommendations that best suit where we are and where we are going. Chief to provide more comprehensive numbers at next board meeting.

2024 Community Risk Assessment and Standards of Coverage

Commissioner Erickson approves to post on SWFE website. Commissioner Noblet motions to approve. Commissioner Towers seconded.

**The motion carried unanimously.**

Resolution No. 2024-11

Commissioner Towers motions to approve. Commissioner Noblet seconded.

**The motion carried unanimously.**

Resolution No. 2024-12

Commissioner Noblet motions to approve. Commissioner Towers seconded.

**The motion carried unanimously.**

1. **Announcements**

Commissioner Erickson stated kids are back in school.

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. **Union 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.*

Commissioner Erickson called the meeting into executive session at 6:10pm.

Commissioner Erickson called the meeting back to regular session at 6:25pm.

**Action taken as result of the Executive Session**

Commissioner Noblet motions to approve MOU Between South Whidbey Fire/EMS and South Whidbey Fire Fighters, IAFF Local No. 5212. Commissioner Towers seconded.

**The motion carried unanimously**.

1. **Conclude**

Commissioner Noblet motions to adjourn the meeting. Commissioner Towers seconded.

**The motion carried unanimously**.

Commissioner Erickson adjourned the Regular Meeting of the Board of Commissioners at 6:26pm

Shari Schroeder

Board Secretary