**South Whidbey Fire / EMS**

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

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# SOUTH WHIDBEY FIRE/EMS REGULAR MEETING

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

**October 5, 2023 – 5:30 PM**

**Minutes**

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

**Audience:** FF/EMT Benenati, River Wyre, Tim Fisher, FF/EMT Turner, FF/EMT Lund, Lt. Kalahiki, FF/EMT Diffie, Maci Murphy, Brendan Murphy, Nick Gray and FF/EMT Boyd.

1. **Call to Order**

Commissioner Towers called the meeting to order at 5:35pm

1. **Approval of Agenda**

Commissioner Noblet motioned to approve the agenda, Commissioner 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.

 **Approval of Minutes**

 Regular Meeting on September 14, 2023

 **Finance Officer’s Reports**

Budget position Report

Treasurers Report

Investment Report

Financial Health

 **Monthly Vouchers**

*Dated 8/29/2023 for Payroll EFT in the amount of $22,055.79*

*Dated 9/7/2023 for Payroll EFT in the amount of $52,899.02*

*Dated 9/21/2023 for Payroll EFT in the amount of $53,162.77*

 *Dated 10/02/2023 for Payroll EFT in the amount of $180.252.42*

 *Dated 10/2/2023 for Accounts Payable EFT and Voucher 231002001-231002062 in the amount of $339,408.01*

 *Total Warrants Approved*  $647,768.01

 Commissioner Towers requested that the previous minutes be amended to include him in attendance.

Commissioner Noblet requested that references to Commissioner Towers be amended to Board Chair Towers.

 Chief Walsh stated that he added call volume charts to the last page of the consent agenda.

Commissioner Noblet commented on the budget position report. He would like numbers on the financial report.

 Commissioner Erickson mentioned that the names were missing on the payroll report.

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

 **The motion carried unanimously.**

1. **Member Update**

Shawn Pilkington

 Jo Shimpfoessl

 Ali Bannister

 River Wyre

 Chief Walsh explained the four new members have all been through the vetting and interview process.

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

 **The motion carried unanimously.**

1. **Unfinished Business**

Policy 103 Fiscal Management- Second reading

 Commissioner Towers proposed that the commissioners do a second reading on the section discussed.

 Commissioner Noblet asked Chief Walsh if this needs to be tabled or approved.

Chief Walsh stated that it needs to be approved and if the District needs to take a look at it in the future, we can do so.

Commissioner Erickson motioned to approved the changes to Policy 103.10, Commissioner Noblet seconded the motion.

 **The motion carried unanimously.**

1. **New Business**

 Schedule Meeting;

* 1. 2024 Preliminary Budget
	2. Strategic Planning Meeting

 Chief Walsh explained that we need to approve our preliminary budget in October. He suggested Thursday, October 12th at 1600.

 Chief Walsh discussed the strategic planning meeting will need to be in November. He suggested Saturday, November 11th.

1. **Announcements**

Chief Walsh announced that the Open House is on the 12th of November. He also announced that the push in ceremony of the ambulance and the new engine will take place on October 20th. Announced that we are hosting a Trunk-or-Treat event at Station 36 training grounds. EMT class has begun and will be going through January, South Whidbey has 8 members currently going through.

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.*

***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 executive session at 6:03pm for 30 minutes.

Commissioner Towers called the regular meeting back to order at 6:32pm.

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

None

1. **Conclude**

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

 **The motion carried unanimously.**

The Regular Meeting of the Board of Commissioners was adjourned at 6:33pm.

Kathryn Nguyen,

District Secretary