



NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS

Administration Building, 770 NE Midway Blvd. #1 Oak Harbor,

Washington Phone: 360-675-1131 Email: Admin@nwfr.org

Board of Fire Commissioners Special Meeting Minutes

May 21st, 2020

9:00 am

Approved

CALL TO ORDER

Chairman Koorn called the meeting to order at 9:00 am and in attendance was Commissioner Lamont, Commissioner Goen, Fire Chief Clark, BC Swiger, Secretary Torgerson,

Executive Session RCW 42.30.110 (G) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee

- Chairman Koorn mentioned they were going into executive session for 45 minutes will be back 9:45 am. At 9:45am the board came back to regular session.

There were no decisions made.

Personnel

- Chief Clark mentioned there were several personnel issues that he had at this time. There is an ongoing investigation at that time. He doesn't have the authority to hire or fire anyone at this time if it came to that. Chairman Koorn made a motion to have Chief Clark continue his investigation and give him authority up to termination. Commissioner Lamont second it.

Motion carried unanimously.

Volunteer Applications

- Chief Clark mentioned they had volunteer interviews last week and there were five total volunteers that did very well on the interview and agility test. There are three volunteers that would be support and two that have full credentials. There may be an EMT class in August and was hoping to register them at that time. There is also a task book that we will provide the cadets with to get them started with all the training they will need to be successful here at NWFR. The names of the volunteers are Allen Craig, Sara Katie Prielipp, Nicolas Maskell, Derek Volk, and Josh Filke. Chairman Koorn made a motion to approve the new volunteers Commissioner Goen second it.

Motion carried unanimously.

Safety/Training Captain

- Chief Clark mentioned to the Board that they just had Captain's Assessment Center that consisted of oral interviews, HR interview questions, and Command and Operation scenarios. The candidate from Oregon scored the highest. He is well rounded and has lots of experience. He had the NFPA physical done less than a year ago. The board was comfortable having Chief Clark negotiate the salary for this position. The position will be FLSA 7(k) exempt 28 day 212 hours. Chairman Koorn made a motion to hire Cameron Kiyokawa for the Safety/Training Captain. Commissioner Lamont second it.



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Motion carried unanimously.

Levy/Lis Loomis

- Chief Clark has spoken to Liz Loomis about the levy. He has also done a lot of research on her and her approval rating. She has worked with Central and South Whidbey Fire on Bonds and Levies. He believes it is a small ask compared to how much experience and knowledge she brings. The money will be to help us with levy, branding, and marketing the district. It will cost the district 27k but it will be money well spent. We need help with public image. She will be working with the admin staff, Chiefs, public, and the Fire fighter Association to promote the district and the levy.

Commissioner Lamont mentioned when she gave us her resume a while back her resume was all for medical bonds. She also needed at least six months and when hired she would serve more as an advisor. Chief Clark stated we are about six months out from the November election. Commissioner Lamont asked if the staff can handle all the extra work that this levy will need? Chief Clark said he does believe they are. Chief Clark stated he posted an internal posting for extra office help. By doing so it would allow Meredith the Administrative Assistant to work with Liz Loomis on the levy.

Chairman Koorn mentioned he was not a fan. He thinks she is too expensive. Commissioner Lamont hates to spend the money, but would be understanding. The district has not been successful by itself. Commissioner Goen believes if they go for the levy, we need to try everything. Commissioner Goen made a motion to hire Liz Loomis to help with branding, marketing, and the levy Commissioner Lamont second it.

Motion carried unanimously.

Job description

Chief Clark would like to table it for next meeting.

SAFER grant update

Chief Clark mentioned that the SAFER grant deadline was extended to May 27th, 2020. There have been some changes to the grant. Due to the pandemic there will be no match from the employer if they get the grant. The Federal grant will pay for all six employees. The grant will be awarded no later than September 30th, 2020.

Adjourn

- There being no further business and by mutual consent, the special meeting of the Board

Adjourned at 12:11 pm

Attest



Monica Torgerson/Board Secretary