



NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS

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

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

Special Meeting Minutes

May 22nd, 2024

9:00 a.m.

Location: 770 NE Midway Blvd
Oak Harbor, WA

Approved June 14th, 2024

Call to Order: Chairman Marvin Koorn called the meeting to order at 9:00 a.m. Also in attendance was Commissioner Robert Miller, Commissioner Gerald Smith, Chief Chris Swiger, Chief Dan Horton, Chief Steve Lacy, and Human Resources Specialist Crystal Swanson.

At 9:01 a.m. Chairman Koorn called the meeting into executive session until 9:30 a.m.

1. Executive Session:

a. RCW 42.30.110(g)

To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

At 9:30 a.m. Chairman Koorn extended the executive session until 9:40 a.m.

At 9:40 a.m. the meeting was called out of executive session and into regular session.

No decisions were made.

Deputy Chief Position

Chairman Koorn stated he had been in contact with Ray Merrill to discuss employment as North Whidbey Fire and Rescue Deputy Fire Chief to come in two days a week to assist Chief Swiger with the administrative office and training starting in June.

Chairman Koorn asked if there were any comments.

No comments were presented.

Commissioner Smith motioned to approve hiring Ray Merrill as deputy fire chief; motion seconded by Chairman Koorn.

Motion carried unanimously.

Chairman Koorn stated the salary would be negotiable and open for discussion at a subsequent meeting. Commissioner Miller stated the rate should coincide with the number of days worked.

Chairman Koorn stated the rate should be between battalion chief and fire chief pay and the discussion is tabled to discuss further at a later date.

Accounting Manager Position

Chairman Koorn stated the current accounting manager gave her notice of resignation.

By consensus, the board approved the job description and job announcement for posting barring any changes requested by Chief Swiger.



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Adjourn Meeting: Chairman Koorn made a motion to adjourn the meeting; motion seconded by Commissioner Smith.

Motion carried unanimously.

The Special Meeting of the Board adjourned at 9:46 a.m.

Attest:

A handwritten signature in cursive script, appearing to read "Natasha Spydell".

Natasha Spydell

Board Secretary/Accounting Manager