



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

April 23rd, 2020

10:00 am

CALL TO ORDER

Chairman Koorn called the meeting to order at 10:00am and in attendance was Commissioner Lamont, Commissioner Goen, Fire Chief Clark, BC Swiger, Secretary Torgerson, CAPT O'Connor, FF/EMT Reinstra, Sara Reinstra, Larry Morse, and Lyle Zimmerman.

SAFER GRANT

- Chief Clark mentioned he and the administrative staff worked all week to get the five-year projection plan completed. The budget that was used was the budget that is still being revised for the midyear evaluation. There are two charts with SAFER Grant being an option and with no SAFER Grant. In both charts all part time employees currently being used were removed and added with full-time employees. The chart has a revenue, capital revenue, capital expenditure, salary and wages, benefits, supplies, service and intergovernmental sections.
- The district is currently paying overtime to the part time duty crew employees in order to have enough coverage during the months. The amount that the district is paying the duty crew is not much different in wages for a full-time employee if we had more. The big difference lies in the benefits. The cost of benefits for full time employees would be \$19,116.
- As an example, if the district receives a SAFER grant for two firefighter employees instead of two part time firefighters, we add a three percent increase a year and the total cost for wages for the district will be \$86,805K in five years with SAFER grant. With out a SAFER grant it will cost us with 135K.
- The SAFER grant will pay for wages and benefits however, it will not pay for overtime and any other high-level position like a Lieutenant. The first two years it will pay seventy- five percent of the wages and benefits and the third year it will pay for twenty- five percent. The fourth year the district would pay for all the wages and benefits for any new employees.
- The only concern Chief Clark has on the proposed budget would be the three percent increase for COLA. He believes it may be a bit conservative because he believes with this pandemic the health insurance may increase their cost.
- Chairman Koorn stated he was having trouble understanding the chart. Commissioner Goen and Commissioner Lamont also agreed with him. They would all like a clearer chart. Commissioner Goen not sure if the grant will be funded next year do to the pandemic going on. Commissioner Goen asked Chief Clark if the district does apply for



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the grant and ask for the highest amount can they deny it if offered? or ask for less? Chief Clark mentioned it is possible to deny it or ask for less if that what the district wants. Commissioner Lamont mentioned that the district can go down from two ambulance to one ambulance if we are low in staffing them. Chief Clark mentioned it is possible however, it would also lower the amount of revenue the district brings in from Whidbey Health.

- Chief Clark stated that the district had \$890,122 in capital budget. He has a five-year projection plan on capital expenditures. For this year he wants to use that capital budget to buy new trucks. In the next four years he wants to buy a fire truck, do some maintenance in the stations, redo the kitchen in station 25, and seal the administrative offices parking line.
- The Board and Chief Clark believe it would be a good idea for the district to apply for the SAFER Grant. Commissioner Goen made a motion for the district to apply for the SAFER grant for six full time employees, Commissioner Lamont second it.

Motion carried unanimously.

Policies

- Chief Clark mentioned policy 13-03 post testing was sent back from our attorneys with some suggestions. He made the changes and believes it is ready for approval. Commissioner Goen asked if section 4.4 under the refusal of taking a test. Chief Clark mentioned he would suspend the employee. Commissioner Goen asked to have that stated in the policy. Chairman Koorn made a motion to approve the policy Commissioner Goen second it.

Motion carried unanimously.

Station 25

- Chief Clark provided the Commissioners with an update for Station 25. Whidbey Health is planning to leave April 30th, 2020. However, WH may want to stay at station 25 a bit longer du to the pandemic. If they extend it would be until May 15th, 2020. The Commissioners consented to have Chief Clark make arrangements if needed to May 15th, 2020.

Capital Purchase

- In the capital budget the operational reserve will go up and down throughout the years. We have \$890,122 in capital budget. Chief Clark proposed to spend 137K this year on two Ford F 250 and the ford expedition. Chairman Koorn asked if that was the total for the trucks with a camper she and decal? Chief Clark mentioned it would be very close to the \$137K. Commissioner Lamont asked if the trucks would be red or white? Chief Clark stated they would be red. Commissioner Lamont made a motion to approve the \$137K for new trucks Commissioner Goen second it.

Motion carried unanimously.



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Island County Master Mutual Aid Agreement

- Chief Clark mentioned there was an Island County Master Mutual Aid Agreement with South Whidbey Fire and Rescue and Central Whidbey Island Fire and Rescue. Both of their attorneys received the contract. Chief Clark will sign it and send it back. Chairman Goen made a motion approve the mutual aid agreement with everyone in the agreement. Commissioner Lamont second it. **Motioned carried unanimously.**

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