



NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS

Station 25, 2720 Heller Rd., Oak Harbor, WA

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

Minutes

November 8th, 2022

6:30 p.m.

Approved on December 13th, 2022

Call to Order: Chairman Marvin Koorn called the meeting to order at 6:30 pm. Also in attendance, were Commissioner TJ Lamont, Commissioner Gerald Smith, Interim Fire Chief Chris Swiger, Battalion Chief Dan Horton, Battalion Chief Stephen Lacy, Secretary Natasha Spydell, and Administrative Assistant Laura Titherington.

Additions to the agenda

None

Swear In

None

Public Comment

Public comment was made by Mike Pelzer. He addressed the commissioners regarding staffing and response time concerns. He states there is one person on shift covering the district by themselves. This creates a conflict and delayed response time due to having to leave a call to respond to a medical tone. Mike Pelzer also addressed the commissioners regarding hiring a training captain as full-time staff.

Consent agenda: Minutes: Regular Meeting, October 11, 2022. Vouchers for payment approval or denial for the month of October and November 2022.

General Batch #64G for Vouchers 221002001-221002011 dated 10/12/2022 in the amount of \$63,161.76

General Batch #65G for Vouchers 221003001-221003017 dated 10/19/2022 in the amount of \$41,209.20

General Batch #65D for Vouchers 1533-1595 dated 10/21/2022 in the amount of \$48,201.72

General Batch #66G for Vouchers 221004001-221004033 dated 10/26/2022 in the amount of \$29,968.28

General Batch #67G for Vouchers 221101001-221101013 dated 11/02/2022 in the amount of \$5,175.67

Chairman Koorn would like to pull the meeting minutes from October 11, 2022. Chairman Koorn states the minutes need to be retyped with the use of proper titles and resubmitted for approval at the December Board Meeting.

Commissioner Smith moved to approve the motion, minus the meeting minutes; seconded by Commissioner Lamont.

Motion carried unanimously.

Executive Section: RCW 42.30.140(4)

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 any collective bargaining, professional negotiations, or



NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS

Station 25, 2720 Heller Rd., Oak Harbor, WA

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

grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress."

Executive Section moved to end of the meeting.

Personnel Leaving

Kelsie McDonald

Unfinished Business:

Sta#25 Tree Trimming

Lt. Mike Reinstra states work is completed.

E-22 Update

Lt. Mike Reinstra states the wiring harness was received and installed but programmed wrong. The pump module wiring harness was updated, reinstalled, and is awaiting pump test scheduled for tomorrow, November 9th, 2022. Lt. Mike Reinstra states that if it tests good, we can have E-22 back.

New Engine Decals

Chief Swiger states he has consulted our lawyer and submitting multiple bids or quotes was suggested. Chief Swiger states he was obtaining a quote from Humphrey's.

Lt. Mike Reinstra states he is looking into other companies for quotes as well. He states once a decal is decided upon, he can submit for estimates.

Commissioner Smith recommends matching majority of the current fleet.

Chairman Koorn and Commissioner Lamont agree that matching current fleet majority is best.

Chief Swiger states the projected in-service date for the new engine is December 5th, 2022.

Chairman Koorn asks Chief Swiger to send pictures out to the commissioners so a decision can be made.

Chief Swiger states that he will get pictures sent out and obtain quotes from Meyer's and Image 360.

Commissioner Smith states he has another name of a company he will give to Chief Swiger to get a quote from as well.

Budget

Chairman Koorn states this is the 2nd and final hearing on the 2023 Budget.



NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS

Station 25, 2720 Heller Rd., Oak Harbor, WA

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

Chairman Koorn states the budget will be reviewed by sections.

Chairman Koorn asks if there are any questions on Revenues.

None

Chairman Koorn asks if there are any questions on Expenditures.

None

Chairman Koorn asks if there are any questions on Salaries and Wages.

None

Chairman Koorn asks if there are any questions on Benefits.

None

Chairman Koorn asks if there are any questions on Fire Control.

Commissioner Lamont asks if a \$2,000.00 increase on diesel fuel will be enough with the increased prices.

Chairman Koorn states the budget is currently at \$12,000.00 for 2022.

Commissioner Lamont states he does not think the 2023 proposed budget for diesel fuel will be enough but to try it and watch it closely.

Commissioner Smith agrees.

Chairman Koorn asks if there are any questions on Supplies?

None

Chairman Koorn asks if there are any General Fund Fire Control questions.

None

Chairman Koorn asks if there are any questions on Building Repairs and Maintenance.

None

Chairman Koorn asks if there are any questions on Capital.

None

Chairman Koorn asks if there are any questions from the audience.

None

New Business:

Resolutions

Natasha Spydell took Oath of Office as Accounting Manager and Board of Commissioners Secretary.

516 – Appointing Secretary of the District and Accounting Manager

Commissioner Smith moved to approve the motion; seconded by Commissioner Lamont.

Motion carried unanimously.

517 – Appointing Auditing Officer

Commissioner Lamont moved to approve the motion; seconded by Chairman Koorn.



NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS

Station 25, 2720 Heller Rd., Oak Harbor, WA

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

Motion carried unanimously.

518 – Appointing Claims Receiving Agent

Commissioner Smith moved to approve the motion; seconded by Commissioner Lamont.

Motion carried unanimously.

519 – Multiple Signatures at Heritage Bank

Chairman Koorn moved to approve the motion; seconded by Commissioner Lamont.

Motion carried unanimously.

520 – Adopting Budget for 2023

Commissioner Smith moved to approve, with exception of wages; seconded by Commissioner Lamont.

Motion carried unanimously.

521 – Increase Property Tax Levy by 1%

Chairman Koorn states the department is above the threshold.

SCBA

Chief Swiger states he got a quote based on what the rest of Whidbey Island departments have gone to, which includes 62 air packs total. The quote amount is \$605,180.97.

Chairman Koorn asks what the deliver time is.

Chief Swiger states the company tries to fill orders within 3-4 months but will more likely be 5-6 months.

Commissioner Smith asks if the order can be broken up or staggered so the entire cost is not due at the same time.

Chief Swiger states that he could get a quote for it, but the discount would not be as large. Chief Swiger also states that our current bottles expire in April and May.

Chairman Koorn asks where the reserve amount is reflected in the 2023 Budget.

Chief Swiger states that we are at 65% of the current budget. By the end of 2022 the estimated used budget will be at 70%, and the remainder will be carried over to 2023.

Chairman Koorn asks if there are any additional comments.

Chief Swiger states bottles need to be in by April and May.

Commissioner Smith asks if only one person needs an eyeglass kit.

Chief Swiger states that the quote is only showing a unit price.

Commissioner Smith asks if the masks will have neck straps.

Chief Swiger states yes.

Chairman Koorn asks what the commissioners want to do and reiterates that it must be done by the end of this year in order to get the quoted price.

Commissioner Smith states he would like a month to review and requests a more detailed report on the items being ordered and costs associated.

Chairman Koorn states this will remain on the agenda for the next board meeting.

First Due – ESO



NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS

Station 25, 2720 Heller Rd., Oak Harbor, WA

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

Chief Horton states that our current systems do not accurately and efficiently track inventory. The department currently uses 5 programs that do not talk to each other. Tracking training via multiple systems is very difficult to do accurately. Chief Horton discusses the differences in the two new systems. ESO does not track points, First Due does which would eliminate current system Aladtec. With ESO the department must keep IAR and Vector.

Chairman Koorn asks what the costs of the new systems are, and what costs we are saving on.

Chief Horton shows the commissioners the breakdown of the fees for training and implementation for both systems, along with our current costs.

Commissioner Smith asks how First Due tracks inventory.

Administrative Assistant Laura Titherington states a scanner is used to enter into software program.

Commissioner Smith asks how the point system is integrated and what the current system is.

Chief Horton explains the current system and how difficult and time consuming it is to use.

Commissioner Smith states the department is running too many programs as-is.

Chairman Koorn asks if the plan is for a first-of-the-year changeover.

Chief Horton states the company estimates a 60-90 day activation window from time contract is made.

Commissioner Smith asks if all the other programs go away if the department switches to First Due.

Chief Horton states everything except for Vector, which is used for training.

By Consensus, Board authorizes to switch to First Due.

Zoom for Meetings

Chief Swiger states the declared state of emergency due to Covid is expired and zoom meetings are no longer required.

Chairman Koorn states he is good with ending zoom for board meetings. If people want to come, they can come in-person.

Commissioner Smith states he prefers people having the option.

Chairman Koorn states Chief Swiger has direction on issue to decide what is best each meeting.

Snow Removal Contract

Chief Swiger states the two options for snow removal Pioneer Tree Service and Landscaping. If we go into contract, the company automatically de-ices based on a set temperature, and removes snow automatically when it reaches two inches. Chief Swiger prefers calling the company out as needed.

Chairman Koorn states there is no need for de-icing.

Commissioner Smith asks what the benefit of a contract is.

Chief Swiger states it improves waiting time if we do need them.

Chairman Koorn states he is good with leaving it up to the division chief to call for snow removal when needed.

Commissioner Smith and Commissioner Lamont agreed.

Chief's Report



NORTH WHIDBEY FIRE AND RESCUE BOARD OF COMMISSIONERS

Station 25, 2720 Heller Rd., Oak Harbor, WA
Phone: 360-675-1131 Email: Admin@nwfr.org

Chief Swiger:

What do the commissioners want to do regarding wheels for our new engines? Lt. Mike Reinstra states they need to be custom made for our rim, costing approximately \$600.00 each. Lt. Mike Reinstra obtained a quote from Les Schwab for an identical chrome wheel that is much cheaper.

Commissioner Smith moved to approve the motion to use Les Schwab; seconded by Commissioner Lamont.

Motion carried unanimously.

Executive Section called at 7:42pm until 8:10pm.

No decisions were made.

Good of the Order

Conferences.

Adjourn Meeting

Meeting Adjourned at 8:12pm.

Attest:

Natasha Spydell
Board Secretary/Accounting Manager