



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

Approved

Board of Fire Commissioners Special Meeting Minutes

January 14th, 2020

9:00 am

CALL TO ORDER

Chairman Koorn called the meeting to order at 9:00am. He stated they will be going into an Executive Session to Skype the candidates for the Fire Chief position. The Executive Session ended at 1:00pm.

EXECUTIVE SESSION PER RCW 42.30.110 (G)

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

- a) The Commissioners came out of the Executive Session at 1:00pm and Chairman Koorn stated there were no decisions made.

FIRE CHIEF POSITION

- a) Commissioner Lamont mention three candidates for the in-person interview process would work. He thought Mr. Clark, Mr. Culp and Mr. Stanphill would make good candidates. Commissioner Goen agreed that those three candidates would be great for the interview process. Commissioner Lamont made a motion to have the three candidates in the process. Commissioner Goen Second it.

Motion carried unanimously.

- b) Commissioner Goen wanted to have an alternative candidate just in case one of the three candidate couldn't attend the interview process.
- c) Chairman Koorn stated that he preferred four candidates for the in-person interview moving forward. Commissioner Lamont mentioned that four candidates would provide everyone with enough diversity for the interviews. Commissioner Lamont rescinded the motion for three candidates. At that point Commissioner Lamont made a motion to have four candidates for our Fire Chief in-person interviews, Commissioner Koorn Second it.

Motion carried unanimously.

- d) Chairman Koorn suggested having Mr. Clark, Mr. Culp, Mr. Stanphill, and Mr. Shrauner as the candidates for the interview process. Commissioner Goen mentioned that he agreed with that selection of candidates.
- e) Chairman Koorn suggested having travel expenses for the candidates that are coming from out of state. He suggested up to \$500 dollars for travel and hotel expenses with appropriate documentation. Chief Biller mentioned that the candidates would at least need two days for hotel. Commissioner Lamont made a motion to reimburse the candidates up to \$500.00 for hotel and travel with receipts. Commissioner Goen second it.

Motion carried unanimously.

- f) The Commissioners discussed what day would be best for interviews and agreed on February 10th. This will be a special meeting for the interviews, followed by the regular meeting the next day February 11th, 2020. They mentioned they would like the three-step interview process.
- g) The Commissioners spoke about when they wanted the new Fire Chief to start. Chairman Koorn suggested mid-March to early April would be ideal. All agreed that April would be best so there would be enough time to conduct a proper position turnover.



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Adjourn

There being no further business and by mutual consent, the special meeting of the Board
Adjourned at 1:03 pm.

Attest



Monica Torgerson/Board Secretary