



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

June 19, 2019

6:30pm

CALL TO ORDER

Chairman Lamont called the meeting to order at 6:30pm. Also, in attendance Commissioner Goen, Commissioner Koorn, Larry Morse, Lyle Zimmerman, Capt. O'Connor, Kris O'Connor, FF Levandowski, LT. Brandhorst, Teresa Jenkins, Allison McClellan, Tom Mayhew, Holly Farrell, Scott Ellis, Tom Schulz, Kelly and Mary Brook, FF Dorr, FF Pelzer, FF O'Neal, FF DeBacker, FF Horton, Beth Stephens, Mark Boberg, Cat Henderson, Mike Henderson, Tom Hctor, Scott Jackson, Ron Rogers, Deborah rogers, Bill Brook, Secretary Torgerson

Interim Fire Chief

- Chairman Lamont announced that the Board had provided Interim Chief Biller with a contract. Chairman Lamont made a motion to approve the contract and Commissioner Goen Second it. Motion carried unanimously.

Fire Chief Position

- Chairman Lamont mentioned the Board was thinking of having interviews at station 25. They wanted the interviews be a three-step process with the Commissioners, Officers, and the Fire Fighters. They just needed to figure out if they wanted to do the interviews in three days or have all three candidates show up one day and interview them all in separate times. The Board took a pole from the public and majority of suggested to do the interviews all at once. Commissioners agreed to have the 3 candidates interview the same day. The interview process will start with the Commissioners at 3:00 pm. Officers will meet the candidates one by one starting at 5:00 pm. Firefighters will meet with the candidates starting at 6:30 pm.
- After much discussion the Board decided that July 1st would be the best day to do the interviews. The Volunteer Firefighter Association had its monthly meetings the first of every month. On July 1st the Firefighters meeting will be postponed and allow the interviews to take place instead. We will follow up with the candidates and make sure they are available that day.

There were some questions from the public. They were;

- Will the Commissioners have enough time to evaluate the candidates?
- Can we do a background check before the interviews?
- Can the interviews take place on Saturday?
- How are the members going to discuss the results with the Board?
- Can we have a Bio from the candidates?
- Is there going to be a structured interview?
- Will there be any ranking on the questions?
- There were only 6 applicants, do you believe we would have gotten more if the District offered a higher salary?



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- The new Fire Chief should be able listen to his team members as well as interact with everyone.
- Chairman Lamont mentioned that Interim Fire Chief will attend the Officer and Firefighter section of the interview. He will take notes and Secretary Torgerson can help with getting the members feedback. After all surveys are gathered Interim Chief Biller can review them and discuss it with one of the commissioners.

Chief Report

- Station 25, Chief Swiger mentioned that Interim Fire Chief Biller mentioned a place to buy the burn containers. They will get together and speak about the cost of the containers.
- He also mentioned that the fire members have questions concerning the training room at station 25. Chief Swiger asked the Board to look over the sheet that was giving to them and review all the questions the members had for them at a later time. One of the questions was what is the vision for the firefighters for station 25? Chairman Lamont said he would look over the schedule for station 25. He had also spoken to someone that had previously used station 25 for an event and they had mention that the stationed needed some repairs.
- Commissioner Goen stated that the focus for the change to station 25 was to be more efficient and train for a few hours at station 25. Commissioner Koorn mentioned that this suggestion was made by the previous Fire Chief but we will work on figuring out what is best. The Board will get together with Interim Chief Biller about figuring out the future for station 25
- Refurbish engines – True North came to see the trucks and will have the quotes for repair in about 2-3 weeks.
- Brush Fire Season, boating season is coming up and having the brush trucks at station 22 is important and it is a topic that needs to be discussed. The Board will look into it and come up with a plan

EMS Inter-local Agreement

- Chairman Lamont mentioned that NWFR had a joint Special Meeting set up with CWIFR to discuss about the interlocal agreement with Whidbey Health on the 25th of June. Chairman Lamont mentioned that Mr. Meyers the EMS Manager/Director of WhidbeyHealth had not RSVPed and at this point was not attending the Special Meeting. The board agreed to cancel the Special Meeting on June 25th. Commissioner Koorn mentioned there is still room for negotiations with WhidbeyHealth. Chairman Lamont believes we can continue negotiating before the contact expires December 31, 2019. Commissioner Koorn will reach out independently to Mr. Meyers and discuss the other alternative that was mentioned before in previous letters. The suggested alternative was to rent space in our station. The Board believes there is time to look at all possible



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alternatives to continue working with WhidbeyHealth and continue serving our community together.

Office Salary Survey

- Chairman Lamont asked Interim Chief Biller look up office salaries in the area. They will discuss this topic at a later date.

Job Description/Office Salary

- Chairman Lamont ask the Secretary to look over the Job Descriptions.
- Secretary Torgerson mentioned she believed this was an operational job and now that we have an Interim Fire Chief this task should be given to him to evaluate.

Executive Session RCW.42.30.1109(g)

- At 7:45 pm Chairman Lamont announced they were going in to Executive Session to discuss RCW 42.30.110(g). To review the performance of a public employee for ten minutes. Secretary Torgerson was asked to stay. They would reconvene at 7:50pm. At 7:50pm Commissioner Koorn announced they would extend for another five minutes and asked BC Swiger to join.
- At 7:55 the Special meeting reconvened, Chairman Lamont announced that there were no decisions made during the Executive Session.

Adjourn

- There being no further business and by mutual consent, the special Meeting of the Board adjourned at 7:51pm

Attest



Board Secretary/Accounting Manager

Monica Torgerson