

**Fire Commissioner Special Meeting
San Juan Fire Protection District 2
Orcas Island Fire & Rescue
May 5, 2016**

This is a Special Meeting that is intended to be a working session. The Secretary informed the Commission that the notice requirements of RCW 42.30.080 have been met by email transmission of a notice of this meeting to *The Islands' Sounder* and *Orcas Issues* and the posting of such notice in the lobby of Station 21 and the District's website. Such notice was transmitted and posted on May 4, 2016 at Eastsound Fire Hall, 45 Lavender Lane, Eastsound, WA 98245, and specified the time and place of this special meeting and the business to be transacted. Each Commissioner has either received or waived notice pursuant to such statute.

Present: Commissioners Barbara Bedell, Chair, Jim Coffin, Wes Heinmiller (via speakerphone), District Secretary Patricia Ayers, Acting Chief Scott Williams, Acting Assistant Chief Chad Kimple, members of Orcas Island Fire & Rescue, and members of the community.

Meeting Called to Order

Meeting was called to order at 5:35 pm.

Changes to Agenda

1. Add the SJC Dispatch Contract to the agenda under Old Business.

OLD BUSINESS

1. Review and act to approve claims, payables, and claims – Commissioners unanimously approved the Claims dated May 6, 2016 and the Payroll Worksheet for time period April 1–30, 2016.
2. San Juan County Dispatch Contract was signed by the commissioners and was given to Acting Chief Williams for delivery to Dispatch.
3. Fire Chief Search – Chair Barbara Bedell presented bullet points to the commissioners regarding a list of tasks for the fire chief search process. Chair Bedell would be lead this process. Commissioners also discussed the option of employing an outside recruiting agency. Commissioners Coffin & Heinmiller will obtain bids from a couple of recruiters. It was decided to make the next regular BOFC meeting (5/16) the deadline for deciding whether the chief search will involve a recruiting agency or an internal committee.
4. Acting Chief Williams provided the commissioners with an update on the process for transitioning finances from internally to the County. He explained that there would be a fee for each check written; therefore, it may be best to attempt to reduce the number of checks requested per month. One option may be to generate volunteer payroll on a quarterly or even yearly basis, rather than on a monthly basis, as currently done.
5. Commissioner Coffin reminded the commissioners that Jim Darling will be visiting Tuesday, 5/17 for a day to speak with several members of OIFR (volunteer & staff) as part of an administrative audit.

NEW BUSINESS

None.

Executive Session

Per RCW 42.30.110, an executive session was held to review the performance of a public employee. Session will be 10 minutes.

Reconvene

There were no actions taken from the executive session.

Announcements


- Regular BOFC Meeting will be held on Monday, May 16, 2016 at 5:30 pm.

Adjournment


6:19 pm – Adjournment to Executive Session

6:30 pm – Adjournment of Executive Session


6:32 pm – Adjournment



Barbara Bedell, Chair Commissioner



Wesley Heinmiller, Commissioner



Jim Coffin, Commissioner



Patricia Ayers, District Secretary



Scott Williams, Acting Chief