



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 Commissioner Regular Meeting Minutes
Feb.18, 2020
9:00AM

CALL TO ORDER

Chairman Koorn called the Regular Meeting at 9:00 am and in attendance was Commissioner Lamont Commissioner Goen, Fire Chief Biller, LT Brandhorst, FF/EMT Reinstra, Lyle Zimmerman.

PUBLIC COMMENTS. N/A

Appoint Secretary Pro-temp – In the absence of Secretary Monica Torgerson, Joe Biller was appointed to be the acting secretary for this meeting.

ADDITIONS TO AGENDA - None

MINUTES - None

Item A - Executive Session

At 9:05, Chairman Koorn announced that the Board would go into Executive Session per RCW 42.30.110 (G) “to evaluate the qualifications of an applicant for public employment”. He said the session should take 20 minutes.

At 9:25, Chairman Koorn went out and announced to the public that the session needed to be extended another 20 minutes.

At 9:45, Chairman Koorn reopened the public meeting and announced that no decisions had been made and thanked the public for their patience.

Item B -- consider filling the vacant Fire Chief Position.

Commissioner Goen, Commissioner Lamont and Chairman Koorn discussed the results of the Public Interviews conducted Monday, March 10th. After reviewing Joe Biller’s background fact finding, two candidates stood out as having good potential for success in the job of Fire Chief.

After much deliberation and after weighing the Pros and Cons of 2 candidates, Commissioner Goen made a motion to have Interim Fire Chief Joe Biller make an offer of employment to Fire Chief John Clark from Baker City, Oregon. The motion was seconded by Commissioner Lamont.

Motion carried unanimously.

After discussion to Interim Fire Chief Biller about the Board’s position on preferred employment issues for this vacant position, Chairman Koorn moved to authorize Interim Fire Chief Biller to draw up an employment agreement with Chief John Clark using existing North Whidbey Fire and Rescue agreements as a model. Chairman Koorn went on to further his motion to include authorizing Chief Biller to sign the agreement if the two parties could come to a satisfactory agreement. Commissioner Lamont seconded.

Motion carried unanimously



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Item C - potential levy discussion.

It was tabled until new Chief is here.

Item D - out of state training for members.

Chief Biller reported that FF. Mike Reinstra has applied to attend a 2 out of state courses – one in Florida, May 10-16 “Command Officer Boot Camp”; and the other in Las Vegas, Nevada, March 23-28th – Firehouse World Conference. Chief Biller endorsed FF Reinstra’s attendance at the Florida and per policy was bringing it to the Board. After discussion Commissioner Lamont moved to authorize paying in full for FF Reinstra to attend the “Command Officer Boot Camp”. Commissioner Goen seconded. **Motion carried unanimously**

Regarding the Firehouse World Conference, March 23–28, 2020, Biller initially was opposed to sending Reinstra because of the very short notice to Biller for review. After additional research, it was determined that FF. Reinstra had submitted his request in November 2019 and was approved by Battalion Chief Swiger. Office staff processed the request in December and had already paid tuition and travel for the course. Staff had forgotten or was unaware about the standing orders to have out of state training approved by the Board. The Board initially rejected the request; but upon finding that arrangements had been finalized in December and were non-refundable they approved FF Reinstra’s attendance. The Board cautioned Biller to remind staff of the out of state approval requirement.

On the topic of out of state training requests, Biller reminded the Board of Battalion Chief Swiger’s request to attend FDIC in Indianapolis, April 20-25th. This request had been previously submitted and approved by the Board at a previous meeting.

Item E Commissioner Training

Chairman Koorn reminded the Board of the up coming leadership training in Oregon March 4-6; and The Clearwater training in Suquamish April 4th.

There being no further business, Chairman Koorn adjourned the meeting at 10:15AM

Joe Biller - Acting Secretary of the Board