

**WOODINVILLE FIRE & RESCUE**

**Tuesday, February 8, 2022**

**REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS**

Commissioner Collins called the virtual meeting to order at 5:00 p.m. Roll call was taken and was as follows:

**Roll Call**

Commissioner Collins (Chair)  
Commissioner van Veen  
Commissioner Halbert  
Commissioner Barton  
Commissioner Millman

**Staff**

Fire Chief Jeff Clark  
Board Secretary Nicole Frisch  
Assistant Chief Ben Lane  
Deputy Chief Dana Schutter  
Deputy Director Pam Bryson  
Deputy Director Jamie Formisano  
Finance Director Joan Montegary

**Consideration and Approval of Agenda in Content and Order**

***MOTION:** Commissioner Millman moved to approve the agenda as presented. The motion was seconded by Commissioner van Veen. The motion passed, 5-0.*

**Public Comment**

None.

**1. 2022 Commissioner Committees (attached hereto)**

***MOTION:** Commissioner Millman moved to accept the 2022 Commissioner Committee assignments as presented. The motion was seconded by Commissioner Barton. The motion passed, 5-0.*

**2. 2022 Meeting Schedule (attached hereto)**

Commissioner Collins suggested maintaining the current Board meeting schedule. The Board of Commissioners agreed and will continue to meet the second Tuesday of each month.

**3. Staff Report 22-002: Appointing Auditing Officers; and Resolution 2022-01**

Director Montegary presented the Staff Report as attached hereto.

**MOTION:** *Commissioner Halbert moved that the Board accept staff's recommendation and adopt Resolution 2022-01, A RESOLUTION APPOINTING AUDITING OFFICERS FOR THE PURPOSE OF AUTHORIZING THE ISSUANCE OF WARRANTS AND ELECTRONIC TRANSACTIONS PRIOR TO THE BOARD OF COMMISSIONERS' APPROVAL as presented. The motion was seconded by Commissioner van Veen. The motion passed, 5-0.*

**4. Fire Chief Briefing (attached hereto)**

Fire Chief Clark reviewed the Fire Chief Briefing as attached hereto.

Commissioners Barton and van Veen thanked Chief Clark for his commitment to diversity and inclusion, which is reflected in the recruit class.

**5. Consent Agenda (attached hereto)**

- a. Approval of Payroll Vouchers ACH21-23 for \$7,275.43, ACH21-24 for \$11,875.23, ACH22-01 for \$7,597.15, and ACH22-02 for \$24,102.72
- b. Approval of General Vouchers for \$7,040.08, \$10,004.61, \$33,622.77, \$41,951.35, and \$66,404.35

**MOTION:** *Commissioner Barton moved that the Board of Fire Commissioners approve the Consent Agenda as presented. The motion was seconded by Commissioner van Veen. The motion passed, 5-0.*

**6. Reports and Requests from the Commissioners/Good of the Order**

Commissioner Halbert suggested updating the sign at Station 31 to remove "Administrative HQ" so as not to cause confusion in the community. Commissioner Halbert also relayed concern that there are fire gates blocked by cars between English Hill and Hollywood Hill at 172<sup>nd</sup> Ave NE and NE 145<sup>th</sup>, as well as on 168<sup>th</sup>. Staff will investigate it and report back to the Board.

Commissioner Barton congratulated DC Schutter on his recent promotion.

Commissioner Millman requested clarification about the process to get Board approval for possible upcoming intergovernmental meetings. Commissioner Collins explained that he could request approval prior to the meeting or attend and ask for approval at the next meeting.

