



ENUMCLAW FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES
WEDNESDAY, DECEMBER 13, 2023 – 6:00PM
FIRE ADMINISTRATION OFFICE 2884 GRIFFIN AVE #A, ENUMCLAW

The Board of Commissioners of the Enumclaw Fire Department held a Regular Meeting at Administration Office 2884 Griffin Ave #A Enumclaw with a virtual option via Zoom.

Call-In Information:

Dial: +1 253 215 8782

Meeting ID: 874 5350 8003

Link to Join: <https://us02web.zoom.us/j/87453508003>

1. CALL TO ORDER

- Meeting called to order at 6:00pm by Commissioner Trachte

2. FLAG SALUTE

- Led by Commissioner Trachte

3. **ATTENDANCE** – Present: Amy Trachte-Commissioner, Jenny Jones-Commissioner, Eric Heintzinger-Commissioner, Jim Zoll-Commissioner, Angie Stubblefield-Commissioner (virtual), Ben Hayman-Deputy Chief, Erinn Tinney-Board Secretary, Ashley Winter-Finance & HR Director.

4. AGENDA AMENDMENT

- None

5. PUBLIC COMMENT

- None

6. EXECUTIVE/EXEMPT SESSION

A. RCW 42.30.110

1) Enumclaw Firefighters Union Local 3931 CBA

- Excused at 6:02pm for 12 minutes.
- Resumed regular session at 6:15pm.
- **Board Action:** Motion to approve Enumclaw Firefighters Union Local 3931 2023-2025 CBA made by Commissioner Heintzinger, seconded by Commissioner Zoll. All in favor 5-0.

7. ANNOUNCEMENTS & PRESENTATIONS

- None

8. APPROVAL OF MEETING MINUTES

A. Special Meeting November 14, 2023

- **Board Action:** Motion made by Commissioner Heintzinger to approve Special Meeting Minutes from November 14, 2023, seconded by Commissioner Jones. All in favor 5-0.

B. Regular Meeting November 15, 2023

- **Board Action:** Motion made by Commissioner Jones to approve Regular Meeting Minutes from November 15, 2023, seconded by Commissioner Zoll. All in favor 5-0.

9. REGULAR BUSINESS

A. CORRESPONDENCE

- None

B. FINANCIALS

1) Approval of Expenditures – Exhibit A

a) 2023 General Operating Fund Expenditures - \$819,459.22

b) 2023 Capital Outlay Fund Expenditures – \$48,380.92

- **Board Action:** Motion made by Commissioner Jones to approve expenditures from the General Operating Fund for \$819,459.22 and the Capital Outlay Fund for \$48,380.92 as presented in Exhibit A, seconded by Commissioner Heintzinger. All in favor 5-0.

2) Cash Balances

a) November 30, 2023

a. General Operating Fund – \$5,185,316.68 (2022 - \$3,634,879.28)

b. Capital Outlay Fund - \$5,536,555.41 (2022 - \$5,322,345.41)

b) December 8, 2023

a. General Operating Fund – \$4,906,307.16

b. Capital Outlay Fund - \$5,851,229.57

3) Financial Report – Ashley Winter

C. FIRE CHIEF'S REPORT

1) Deputy Chief Ben Hayman

D. RESOLUTIONS

1) Resolution #2023-09 BLS Transport Rate Increase

- **Board Action:** Motion to read Resolution by title only made by Commissioner Heintzinger, seconded by Commissioner Trachte. All in favor 5-0.
- Commissioner Trachte reads Resolution #2023-09 by title only.
- **Board Action:** Motion made by Commissioner Zoll to adopt Resolution #2023-09 BLS Transport Rate Increase, seconded by Commissioner Jones. All in favor 5-0.

2) Resolution #2023-10 Updating Appointed Auditing Officers

- **Board Action:** Motion to read Resolution by title only made by Commissioner Jones, seconded by Commissioner Heintzinger. All in favor 5-0.
- Commissioner Trachte reads Resolution #2023-10 by title only.
- **Board Action:** Motion made by Commissioner Zoll to adopt Resolution #2023-10 Updating Appointed Auditing Officers, seconded by Commissioner Heintzinger. All in favor 5-0.

E. COMMITTEE UPDATES

1) King County Fire Commissioners Association – Commissioner Jones

- Commissioner Jones was approved to become a member of the Trauma Care Council.

2) Finance Committee – Commissioner Heintzinger & Commissioner Zoll

- No update, scheduled to meet in January.

10. MEETINGS

A. Next Regular Meeting

1) January 17, 2024 at 6:00pm

11. OLD BUSINESS

- None

12. NEW BUSINESS

- None

13. PUBLIC COMMENT

- Phil Chase on behalf of the Enumclaw Volunteer Firefighters Association

14. GOOD OF THE ORDER

- None

15. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Heintzinger to adjourn the meeting at 6:30pm, seconded by Commissioner Jones. All in favor 5-0.

Approved by:

Amy Trachte
Amy Trachte (Jan 24, 2024 08:00 PST)

Amy Trachte, Chairperson

Erinn Tinney
Erinn Tinney (Jan 18, 2024 12:33 PST)

Erinn Tinney, Board Secretary









12.13.2023 EFD Board of Commissioners Minutes

Final Audit Report

2024-01-24

Created:	2024-01-18
By:	Erinn Tinney (etinney@enumclawfire.org)
Status:	Signed
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