



ENUMCLAW FIRE DEPARTMENT BOARD OF FIRE COMMISSIONERS

SPECIAL MEETING MINUTES WEDNESDAY, APRIL 29, 2026 – 6:00 PM ENUMCLAW FIRE ADMINISTRATION OFFICE 2884 GRIFFIN AVE #A, ENUMCLAW, WA 98022

The Board of Commissioners of the Enumclaw Fire Department held a Special Meeting at the Enumclaw Fire Administration Office with a virtual option via Zoom.

Zoom Meeting ID: 886 1994 5130

1. CALL MEETING TO ORDER

- Meeting called to order at 6:01pm by Commissioner Jones.

2. FLAG SALUTE

- Led by Commissioner Jones.

3. ATTENDANCE

- A. Present: Jenny Jones-Commissioner, Eric Heintzinger-Commissioner, Scott Percival-Commissioner, Lane Walthers-Commissioner, Tony Mills-Commissioner, Ben Hayman-Fire Chief, Kevin Madill-Deputy Chief, Laura Buckley-Finance & HR Director, Erinn Tinney-Board Secretary, Desirae Meade-HR Administrator

4. AGENDA MODIFICATIONS

- None

5. ANNOUNCEMENTS, PROCLAMATIONS, & PRESENTATIONS

- A. Introduction – Chief Hayman introduced Desirae Meade, Human Resources Administrator.

6. CORRESPONDENCE

- None

7. MEETINGS

- A. Next Regular Meeting
 - 1) May 20, 2026, at 6:00 pm

8. PUBLIC COMMENT

- None

9. CONSENT AGENDA

A. APPROVAL OF MEETING MINUTES

- 1) Approval of Meeting Minutes from the March 18, 2026, Regular Meeting
Board Action: Motion made by Commissioner Heintzinger to approve the Regular Meeting Minutes from March 18, 2026, seconded by Commissioner Walthers. All in favor 5-0.

B. APPROVAL OF EXPENDITURES

- 1) Approval of Expenditures – Exhibit A
 - 2026 General Operating Fund Expenditures - \$670,620.30
 - 2026 Capital Outlay Fund Expenditures - \$6,543.71**Board Action:** Motion made by Commissioner Heintzinger to approve 2026 expenditures from the General Operating Fund for \$670,620.30 and the Capital Outlay Fund for \$6,543.71 as presented in Exhibit A, seconded by Commissioner Percival. All in favor 5-0.

10. COMMITTEE REPORTS

A. FINANCE COMMITTEE – Commissioner Percival

- Discussed the updated budget projections.

11. FINANCIALS

- A. CASH BALANCES – April 26, 2026
- 1) General Operating Fund – \$5,273,228.96
 - 2) Capital Outlay Fund – \$5,377,096.94
 - 3) Special Revenue Fund - \$1,649,646.01
- B. FINANCIAL REPORT– Finance/HR Director Buckley

12. FIRE DEPARTMENT CHIEF REPORT – Chief Hayman and Deputy Chief Madill

13. UNFINISHED BUSINESS

- A. IT Services Transition and Infrastructure Implementation Update – BC Bloomer
- Presentation of the project scope and timeline.
- B. Budget Projections Update – Chief Hayman and Finance/HR Director Buckley
- Presentation of the updated budget projections.

14. NEW BUSINESS

- A. Authorization to add one (1) additional uniform position – Chief Hayman
- **Board Action:** Motion made by Commissioner Heintzinger to authorize the Fire Chief to add one (1) additional uniform position, seconded by Commissioner Percival. All in favor 5-0.
- B. Resolution #2026-02 Appointing Additional Auditing Officers – Director Buckley
- **Board Action:** Motion made by Commissioner Heintzinger to read Resolution #2026-02 by title only, seconded by Commissioner Walthers. All in favor 5-0.
 - Commissioner Jones read Resolution #2026-02 by title only.
 - **Board Action:** Motion made by Commissioner Heintzinger to approve Resolution #2026-02 Appointing Additional Auditing Officers, seconded by Commissioner Percival. All in favor 5-0.

15. LOCAL 3931 REPORT

- None

16. EXECUTIVE/EXEMPT/CLOSED SESSION

- A. RCW 42.30.140(4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.
- Commissioner Jones announced that the Board will be in closed session for 15 minutes until 7:48pm.
 - Resumed regular session at 7:48pm.

17. PUBLIC COMMENT

- None

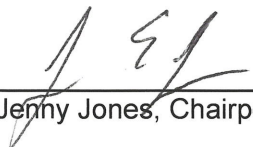
18. GOOD OF THE ORDER

- A. Commissioner Percival thanked the Enumclaw Fire Department staff for their professionalism and compassion. Commissioner Mills agreed and thanked the personnel that recently responded to a family member.

19. ADJOURNMENT

- **Board Action:** Motion made by Commissioner Walthers to adjourn the meeting at 7:50pm, seconded by Commissioner Heintzinger. All in favor 5-0.

Approved by:



Jenny Jones, Chairperson



Erinn Tinney, Board Secretary