

WHATCOM COUNTY FIRE PROTECTION DISTRICT 18

Regular Meeting Minutes February 12, 2025

Chairperson Wolf called the regular meeting of the Whatcom County Fire Protection District 18 Board of Commissioners to order at 7:06 p.m.

ATTENDANCE: Chairperson Steve Wolf, Commissioner Ingrid Patrick, Commissioner Socorro Ruiz, Acting Chief Scott Crowe, and Administrative Services Manager Christine Love Johnson.

PUBLIC COMMENT

None

CONSENT AGENDA

- A. Comment Cards: Five comment cards were received.
- B. Financial Reports: The 2025 Budget report was provided to the Commissioners for review. Suggestions on set-up and change are welcome.
- C. Minutes from January 9, 2025, WCFPD18 regular meeting
- E. Expense Vouchers for February 2025 for \$14,926.60.
- F. Payroll Vouchers for February 2025 for \$12,131.00.

Commissioner Wolf moved to approve the consent agenda action items C—E. Commissioner Patrick seconded the motion, which carried 3-0.

GENERAL REPORTS

- A. Chief / Training report**
- B. Secretary**
NFIRS is changing NERIS. I will provide more information as it becomes available.
- C. Association**
No meeting from the Association.
- D. BVFF & RO Local Board Report**
No meeting. The next meeting will be on March 13th.

UNFINISHED BUSINESS

- A. Department Credit Cards to pay bills**
Chief Crowe is being added to the US Bank account as an administrator to manage the current credit card accounts.

B. LexiPol

Commissioner Wolf moved to approve Lexipol policies 319– 328. Commissioner Ruiz seconded the motion, which carried 3-0.

C. Succession Planning

Scheduled a working session to discuss the application process for the Fire Chief on February 21st at 7:00 pm.

D. Administrative Service Manager Position Description

Tabled until next month. Commissioner Patrick will work on this description.

E. Final approved 2025 Budget – tabled until next month.

NEW BUSINESS

A. Surplus Equipment 2025-06

Commissioner Wolf moved to approve resolution 2025-06. Commissioner Patrick seconded the motion, which carried 3-0.

Executive Session 42.30.110 to discuss personal matters as it refers to ethics. The executive session began at 10:03 and will last 20 minutes. Commissioner Wolf resumed the meeting at 10:08 pm with no decisions reached.

The meeting was adjourned at 10:09

Respectfully Submitted,

Christine Love Johnson, Administrative Services Manager
Whatcom Fire Protection District No.18

Approved by the Whatcom County Fire District No. 18 Board of Fire Commissioners, this 13th day of March 2025.



Christine Love Johnson,
Administrative Services Manager