



1603 22nd Street
Anacortes, WA 98221
360-293-0673 (phone)
360-299-2953 (fax)

**Agenda for a Special Meeting
of
The Board of Commissioners**

Date and Time: 5:30 p.m., Thursday, March 17, 2016

Location: Fidalgo Pool and Fitness Center

**Special Meeting Opened to the Public
Executive Session Closed to the Public**

CALL TO ORDER

The special meeting was called to order by Commissioner Andrew Olson at 5:30 p.m.

Commissioners Present: Andrew Olson, Pamela Taylor, Mel Larsen, Jeremy McNett,
David Way

Staff Present: Marilyn Stadler, Carla Bigelow, John Little, Lori Johnson

Guest: Sue Mehler

APPROVAL OF MINUTES

The Special Meeting of the Board of Commissioners – MCIP Committee minutes of February 2, 2106 were reviewed by the Commissioners.

MOTION: A motion was made, seconded (MCNETT/WAY) and approved to accept the February 2, 2016 MCIP Committee meeting minutes. The motion passed unanimously.

AQUATIC EXERCISE ASSOCIATION CERTIFICATIONS

Executive Director (ED) Marilyn Stadler discussed the training and tuition reimbursement policies that appear in the current Employee Personnel Manual. The policies are confusing and need to be clarified. She was bringing this situation to the Commissioners now because a current employee has asked for assistance and we are in the financial position to help.

The District hasn't always been able to financially assist employees with some basic certifications and training that would be beneficial for their job performances. The financial increase in programs' net income due to the new fitness center now gives the District the opportunity to better support training and certification. The training will need to be 1) based on what the District can afford, 2) fair for all employees seeking training, 3) approved by the Department Head and Executive Director and 4) outlined more clearly in a procedure to obtain approval before attending. Reimbursement will be for basic training only or in circumstances that the District believes will increase the efficiency and/or safety of the facility.

A request has been received by a current employee – Kirsten Fors for the District to financially pay for her Aquatic Exercise Association (AEA) course to instruct group

water exercise. Aquatic and Fitness Manager Carla Bigelow stated it is imperative for these instructors to have this type of training and certification for their jobs. Training and certification can usually be obtained close to home. AFM Bigelow explained the course is in Washington State, and we do have mileage reimbursement.

Lori Johnson, Aquatics Group Fitness Instructor stated that she plans to obtain Physical Therapy (PT) Aide certifications to assist pool patrons after they graduate from prescribed PT programs, but still need additional help. She would like to start a program here at Fidalgo Pool & Fitness Center and hopes the District will be supportive. The Commissioners stated they would be interested in hearing what future programs she has in mind.

Sue Mehler, Aquatics Group Fitness Instructor was concerned that she wouldn't be able to teach without an AEA certificate. Ms. Mehler has a background in PT that makes her qualified to teach without an AEA certificate.

MOTION: A motion was made, seconded and approved by (MCNETT/OLSON) to reimburse Kirsten Fors for her AEA certification. The motion passed unanimously.

The Personnel Committee – Commissioner Pam Taylor, Business Manager Cheryl Thomas, ED Marilyn Stadler will meet with AFM Carla Bigelow to re-write the training and tuition reimbursement policies for Commissioner approval.

EXECUTIVE SESSION

Commissioner Andrew Olson ordered an Executive Session – legal as permitted by RCW 42.30.110 from 5:50 – 6:45 pm.

The Board reconvened at 6:45 pm. No actions taken

ADJOURN

MOTION: A motion was made and seconded (TAYLOR/MCNETT) to adjourn the meeting at 6:47 pm. The motion passed unanimously.