

**ISLAND COUNTY FIRE DISTRICT #1**  
Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONERS MEETING  
In Person/Virtual  
**April 26, 2021**

**MEETING MINUTES**

Chairman Trembl called the Fire Commissioners meeting to order at 4:29 P.M. Those in attendance were: Paul Williams, Jan Trembl, Steve Lich, Erik Krieg, Levon Yengoyan, Craig Helgeland, Jason Allen, Amy Martin, Mike Rooks, Tony Smith, and Mike Kirkman.

The flag salute was led by Commissioner Lich.

**Commissioner Williams moved to approve the agenda as presented. Commissioner Krieg seconded; motion carried by unanimous vote.**

**Consent Agenda**

1. Minutes of April 12, 2021, Regular Meeting
2. Approval of Vouchers = 3 EFT's for \$100,151.77, Payroll EFT for \$314,835.23, Expense Vouchers #211310 - #211360 for \$136,173.87; all totaling \$551,160.87.

**Commissioner Evans moved to approve the Consent Agenda items 1 and item 2. Commissioner Lich seconded; motion carried by unanimous vote.**

**Public input**—none

**Chief's Report** – Attached.

Lt Kirkman gave his report which included volunteer staffing of Station 5; the opening process for volunteer hiring, upcoming online assessment program; and a training model for training on shift and Tuesday nights.

MSO Smith reported on the new ambulance delivered on April 6<sup>th</sup>; two individuals in paramedic school who will soon be in clinical rotations and have a graduation date at end of the year; Dr. Krystal and MSO are working on improved strategy for ALS, BLS and looking at Sim Man training.

**Press & Correspondence**

Two articles in SC News: Clinics on Camano and Everett affected by Pause of J&J Vaccine; Camano Fire's Protection classification Updated.

**Committee Reports** –

**ICOM**— Next meeting May 3<sup>rd</sup>.

**Safety/Risk Management**— Will meet again June 10.

Finance- On budget. Meeting April 28<sup>th</sup>.

SNO-ISLE – Board met last week. WSDOT will be program for May or Wildland Transition, July program on benefit charge. Aug no meeting.

Scholarship- SCAF scholarship recipient selected. Plan is to look at program revamp.

### **Unfinished Business** –

CIFR Admin Personnel Policy Handbook- Update to Salary Steps (p. 16)

**Commissioner Lich moved to approve and adopt – CIFR Admin Personnel Policy Handbook, Commissioner Evans seconded; motion carried by unanimous vote.**

Proposal to Improve Shared Access to Sunrise Properties- Chief Yengoyan briefed first steps. Requested move forward with signing letter.

**Commissioner Lich moved to approve signing and sending letter to Mrs. Gilroy –Improving Shared Access to Sunrise Blvd. Properties--Commissioner Evans seconded; motion carried by unanimous vote.**

### **New Business**-

Resolution 2021-05-to surplus two ambulances- A/C Helgeland briefed.

**Commissioner Lich moved to approve and adopt –. Resolution 2021-05 to surplus two ambulances, Commissioner Evans seconded; motion carried by unanimous vote.**

Purchase an Ambulance re-mount- A/C Helgeland reported that legal counsel advised they can do a direct purchase. First couple weeks of May would take ambulance and pick up around end of Aug to Sept. Proposal price is \$110K. Savings of approx. 50K overall with a remount over a new purchase.

**Commissioner Krieg moved to approve – purchase ambulance remount, Commissioner Williams seconded; motion carried by unanimous vote.**

Station Signs Upgrade- A/C Helgeland reported on options of updating. About 8K per sign. Would be supported by Capital Facilities budget. Discussion surrounding permits. Recommendation from the Chief to permit and install in one shot. Recommendation to go with black and try to get a price reduction for doing all three.

**Commissioner Krieg moved to approve – signs upgrade purchase of all three signs at once, Commissioner Evans seconded; motion carried by unanimous vote.**

Strategic Planning Work Session-Chief Yengoyan suggested dates. Decided on May 12<sup>th</sup> at 6:30.

### **SOP Updates**

1. LEXIPOL 630: Wildland Firefighting & Fire Shelter Training

- Updates requested to Lexipol 630.3--- page 1. Commissioner Williams requested clarification if requirements are annual or quarterly. "B" also needs to be deleted as it is blank.
- 2. LEXIPOL Policy 701 – Capitalized Agency Asset Management & Inventory Control
- 3. LEXIPOL 906 – Communicable Diseases
  
- Regarding Policy/Procedures: Commissioners discussed and agreed to approve Policy portions of SOP changes and not split out the Procedures which will remain at the discretion of the Fire Chief.

**Commissioner Evans moved to approve and adopt Lexipol 630: Wildland Firefighting & Fire Shelter Training; Lexipol 701: Wildland Firefighting & Fire Shelter Training; and Lexipol 906 Communicable Diseases; Commissioner Williams seconded; motion carried by unanimous vote.**

**Announcements**

- ✓ Next Commissioner Meeting Monday, May 10th, 2021, 4:30 PM, in-person Admin Office/virtual.

**Executive Session** - The Board recessed at 5:50 p.m., recessed until 5:55 and went into Executive Session at 5:55 to discuss issues pertaining to collective bargaining per [RCW42.30.140 \(4\)\(b\)](#) It was expected to last until 6:25 p.m. At 6:25 p.m. the Board came out of Executive Session and immediately returned to Regular Session with no action taken.

There being no further business, Commissioner Krieg moved to adjourn the meeting at 6:25 p.m.

Respectfully submitted,



Amy Martin

**Fire Commission Board Secretary**