

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)
REGULAR COMMISSIONERS MEETING
June 14th, 2021

MINUTES

Chair Trembl called the regular Fire Commissioners meeting to order at 4:30 p.m. Those in attendance were: Janice Trembl, Paul Williams, Steve Lich, Erik Krieg, Levon Yengoyan, Craig Helgeland, Jay Jacks and Amy Martin. Jerry Evans was absent and excused due to business reasons. Guest Attendee was (Kelly) William Yadon.

The flag salute was led by Commissioner Williams.

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

CONSENT AGENDA –

Minutes of May 24th, 2021, Regular Meeting
Approval of Vouchers = 4 EFT's for \$25,806.95, Payroll EFT for \$32,269.76, Expense Vouchers #211471 - #211530 for \$125,703.34; all totaling \$187,805.05.

Commissioner Lich moved to approve the Consent Agenda items 1 and 2 as presented. Commissioner Williams seconded; motion carried by unanimous vote.

CHIEF'S REPORT – Attached.

Local 4033 Report-PM Rooks was absent-- will be rescheduled.

CORRESPONDENCE – none

PUBLIC INPUT – None

MEMBER INPUT – None

COMMITTEE REPORTS –

ICOM –

- Met and may go forward with .01% of sales tax to fund equipment for 911 centers for all of Island County which would save up to 30% of fees that we charge agencies.
- Discussion surrounding ICOM salaries and challenges with turnover. Hiring and keeping dispatchers is a priority. Nine full time dispatchers with the capacity for thirteen. CIFR sends ICOM info on dispatch errors regularly. Questions surrounding what is causing the turnover rate. Discussion surrounding building bonuses as one possible solution. Budget needs to have money for recruiting and bonuses built in.
- Next meeting is July 19th at 1 PM. Comm Williams will attend with Comm Trembl.

Safety/Risk Management – Committee met last Thursday. No recommendations. Will Meet Sept 9th.

Finance – On Budget

SNO-ISLE – Next meeting is benefit Charges.

UNFINISHED BUSINESS –

Commissioner’s Goals & Calendar

Commissioner Goals Updates:

- Item 6: Comm Trembl switching to Comm Williams.
- Under Duty 2, Commissioners serve on the Safety /Risk Management Committee.
- Duty 4, Search Committee should be clarified that it only applies to the Fire Chief.

Commissioners Calendar:

- Goals are/will be listed on the Board Calendar.

Commissioner Krieg moved to approve the Commissioner Goals. Commissioner Williams seconded; motion carried by unanimous vote.

Strategic Planning Proposal

- Chief Yengoyan briefed that the Strategic Planning Committee met again and had a series of questions and answers via email (included in Board Book).
- The plan can be steered in any direction: statistical analysis, etc.
- Can be good to see another point of view from an outside source.
- Concern from Chief Yengoyan regarding process and limited participation with just 10 stakeholders as an option in current proposal. Consideration given to further discussion with Sam Mazza from Citigate and possibly having Amy Martin manage some of the statistical analysis.
- Expanding analysis from just looking at response times.
- Comm Trembl noted that CIFR fits into the healthcare system and the importance of considering how we fit and how we are evolving.
- Comm Williams proposed questions surrounding our goals: “Is what we do now enough? If not, then what else should we be doing. If yes, then how can we do it better.”
- Chief Yengoyan received a recommendation for another firm that looks at other measures for success. CIFR can work with the current proposal or consider meeting with a second firm. Likely similar cost.
- Committee to meet with a second firm to consider options. Chief Yengoyan will reach out to agencies who have used the second firm for ideas and recommendations.

NEW BUSINESS –

ISOsource Master Client and Business Associates Agreements

Chief Yengoyan briefed that CIFR will move forward at the end of the month to transition IT needs to ISOutsource. Likely similar cost and better service than previous provider. ISOutsource will assess where we are. Items like HIPAA and cybersecurity can become special projects with them.

Commissioner Krieg moved to approve ISOutsource Master Client and Business Associates Agreement. Commissioner Lich seconded; motion carried by unanimous vote.

SOP Updates-313 Unmanned Aerial Systems - Drones - A/C Helgeland

- Interim policy of having UAS systems should be acknowledged by board.
- CIFR currently has one licensed drone pilot. Plan is to get more drone pilots licensed.
- What would improve performance is having communication ability via the drones.
- Commissioners requested some flexibility in the language in sending the drone into a *hotzone* to allow more discretionary use.
- Will release for 30-day review.

Commissioner Lich moved to approve 313 Unmanned Aerial Systems pending 30 day review and updates to the flexibility in hotzone use. Commissioner Krieg seconded; motion carried by unanimous vote.

Purchase of Shop Service Lift-Jay Jacks

- Jay Jacks briefed that the maintenance shop would like to get a 20K lb. two post lift for inspections and maintenance. The lift would be placed in the 3rd bay and would offer more safety and efficiency.
- Jay provided an update on estimate. About \$1500 to run the electrical and new breaker panel. 25K +1500, tax installation and pads.
- The purchase had been on hold during the pandemic.
- The purchase would improve safety and standardize processes.

Commissioner Williams moved to approve the Purchase of the Shop Service Lift. Commissioner Krieg seconded; motion carried by unanimous vote.

ANNOUNCEMENTS

- ✓ Next Commissioner Meeting Monday, June 28th 2021, 4:30 p.m., In Person and Virtual.
- ✓ As Chair Treml will be on vacation, either Comm Evans or Comm Williams will Chair based on availability.

Executive Session - The Board recessed at 5:25 p.m. and went into Executive Session at 5:27 to discuss matters pertaining to collective bargaining sessions with employee organizations per 42.30.140(4)(a). It was expected to last until 5:37 p.m. At 5:37 p.m. the Board Chair came out of Executive Session and immediately returned to Regular Session with no action taken.

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Board of Fire Commissioners
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There being no further business, Commissioner Williams moved to adjourn the meeting at 5:37 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Amy Martin". The signature is written in a cursive style with a large initial "A" and a long, sweeping underline.

Amy Martin
Board Secretary