

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONERS MEETING  
October 25th, 2021

## MINUTES

Chair Trembl called the regular Fire Commissioners meeting to order at 4:30 p.m. Those in attendance were Janice Trembl, Jerry Evans, Paul Williams (Via Zoom), Steve Lich, Levon Yengoyan, Craig Helgeland, Jason Allen, Amy Martin, Linda Layton, Kim Williams, Steve Knight, and Peggy Lich.

Erik Krieg was absent and excused due to personal reasons.

Chief Yengoyan led us in the flag salute.

Chair Trembl requested to modify the agenda to move Steve Knight of Fitch & Associates presentation to just after Public Input and to add an Executive Session to discuss the performance of a public employee per [42.30.140 \(4\)\(g\)](#)

**Commissioner Lich moved to approve the modified agenda; Commissioner Evans seconded; motion carried by unanimous vote.**

### **CONSENT AGENDA** –

1. Minutes of the October 11, 2021, Meeting.
2. Approval of Vouchers = 3 EFTs for \$98,736.66, Payroll EFT for \$211,368.86, Expense Vouchers #211893 - #211946 for \$153,130.15; Capital Fund for \$1526.50; all totaling \$464,824.89

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

**PUBLIC INPUT** – None

**CHIEF'S REPORT** – None

Strategic Planning Update—Steve Knight, Fitch & Associates

Steve Knight provided a brief overview of his and the company's background; the process for gathering data and information; and the partnership required to build standards of cover and strategic planning.

Requested input on what the Commissioners would like to see.

Comm Trembl requested more details regarding the process.

-Standards of Cover is a risk-based assessment. They will apply risk matrixes down to the station level and match resource allocation to level of risk. Like-risk gets like-mitigation response. Population aging has a significant impact on numbers of calls. Socioeconomic and demographic values will be used in the building the story and risk factor. One of the tenants of strategic planning is getting community feedback to provide a targeted approach. They will try to focus efforts on outcomes and produce a higher-level view of what you are trying to accomplish.

Comm Evans inquired how we can get demographic analysis for North vs. South end of the island?

-We'll take census data and apply the demographics to those areas. We'll build a comparison table so those political sensitivities can be seen.

What's the next step from Fitch and how can the board get involved?

- They are in the process of mining all the data. Will use the data to build a GIS report and will come back out to meet with the department and can have a meeting either with the Chief or with the board to evaluate what happens from there. That's when some of the other scope elements will come into play.

### **CORRESPONDENCE** –

- Vaccine thank you to Chief Yengoyan;
- Thank you from Camano Lutheran for Fire Dept. Visit
- Two Thank you's to the crew from patients
- Thank you to Chief Yengoyan for the vaccine clinic and congrats on "Businessman of the Year" from the Mabana Flames

### **COMMITTEE REPORTS** –

**ICOM** – Director and Administrator are on administrative paid leave. In the process of hiring a 3<sup>rd</sup> party to look at investigating issues surrounding the hiring of the deputy director. Puts on hold sales tax.

Safety/Risk Management – Next meeting December 9.

Finance – Hasn't met. Financial statements look good.

SNO-ISLE – Fire marshal is presenting in November. Planning banquet in January.

### **UNFINISHED BUSINESS** –

2022 Budget: 2<sup>nd</sup> Reading/ Public Hearing and Budget/Resolution Adoption of the Draft 2022 Budget

- At 4:48 p.m. Comm Trembl opened the public hearing
- Chief Yengoyan presented the budget with no changes from the prior reading.
- Public input was requested—none received.
- At 4:56 p.m. Comm Trembl closed the public hearing and requested any feedback from the Board.

**Commissioner Lich moved to approve the 2022 Budget as presented; Commissioner Evans seconded; motion carried by unanimous vote.**

**Commissioner Lich moved to approve Resolution 2021-07 A Resolution Adopting the Tax Revenues and Budget for the Year 2022 and Ordinance/Resolution No. 2021-08; Commissioner Evans seconded; motion carried by unanimous vote.**

**NEW BUSINESS**

WFCA Conference Update

Commissioner Williams:

- Virtual format for meetings will continue beyond the public health efforts
- Cybersecurity session was interesting and informative and lead by ISOsource which is the company we have recently signed to handle our IT.

Commissioner Trembl

- Insurance is driving decisions. Some insurance companies are not covering cybersecurity and are not covering some risk surrounding outbreaks when accommodations for unvaccinated are made. Stressed that we need to have a plan in place in case we are hacked so we know how to respond.

Chief Yengoyan

- Linda Layton checked with the insurance company, and we are covered for accommodated firefighters as well as our cybersecurity.
- Attended seminar on HB 1310. Attorney sent out a draft policy and are looking for comments back.

More Conference updates will be made at the next BOC meeting.

**ANNOUNCEMENTS**

- ✓ Next Commissioner Meeting Monday, November 8, 2021, 4:30 PM, in-person/virtual Admin Bldg.

**EXECUTIVE SESSION** - The Board recessed at 5:05 p.m. and went into Executive Session at 5:07 p.m. to discuss the performance of a public employee per 42.30.140 (4)(g). It was expected to last until 5:11 p.m. At 5:11 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 Evans moved to adjourn the meeting at 5:11 p.m.**

Respectfully submitted,



Amy Martin  
Board Secretary