

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONERS MEETING  
November 8, 2021

## MINUTES

Chairman Tremml called the Board for Volunteer Firefighters' (BVFF) meeting to order at 4:13 p.m. Those in attendance were Doug Ten Hoopen, Steve Lich, Amy Martin (via Zoom), Levon Yengoyan, and Janice Tremml

The following two items were brought to the Board for approval

1. Volunteer FF Nicholas Walton Notice of Retirement.

**Commissioner Tremml moved to approve Notice of Retirement for Walton Nicholas. Commissioner Lich seconded; motion carried by unanimous vote.**

2. A Volunteer Physical Voucher for Reimbursement.

**Doug Ten Hoopen moved to approve reimbursement for One Physical Voucher for a Volunteer. Commissioner Lich seconded.; motion carried by unanimous vote.**

There being no further business, the BVFF meeting adjourned at 4:17 p.m.

Chair Tremml called the regular Fire Commissioners meeting to order at 4:30 p.m. Those in attendance were Janice Tremml, Jerry Evans, Paul Williams, Steve Lich, Erik Krieg, Levon Yengoyan, Craig Helgeland, Jason Allen, and Amy Martin (via Zoom).

Chief Yengoyan led us in the flag salute.

Chair Tremml added discussion of Policy 642 Travel and Per Diem to the agenda under New Business.

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

## **CONSENT AGENDA** –

Minutes of October 25th, 2021, Meeting.

Vouchers = 4 EFTs for \$22, 311.54; Payroll EFT for \$26,934.31; Expense Vouchers #211947 - #211982 for \$96,796.19; Capital Fund for \$130.43; Capital Facilities Fund for \$16,341.81; all totaling \$162,341.81

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

**PUBLIC INPUT** – None

**CHIEF'S REPORT** – Attached

## **Special Rescue (Ropes)- Lt. Webb, FF Hanson**

- FF Hanson updated the board on rope rescue techniques that are changing.
- Ten members currently on team. Open to fulltime and part timers.
- Have responded to 3 High angle rescues this year.

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- Call volume for rope rescue increases during the summer.
- Four Quarterly trainings for rope techs.
- Changing rope operations to streamline procedures, get to patient as quickly as possible and to the hospital as quickly as possible. Should make the system less challenging and maximize personnel output.
- Chief Yengoyan-Our goal is to have 2-3 techs per shift and Chief Yengoyan and AC Allen are trained technician. With everyone trained on one device it should streamline operations.
- Comm Lich asked if ropes must be replaced frequently.
- -Replacement is determined by how much shock load a rope has sustained. Try to sustain no more than a 3 ft. fall and inspect ropes regularly. Ropes are good for 10 years.

**2021 3Q-Level of Service Analysis- Chief Yengoyan briefed.**

- Call volume busier,
- No significant changes in terms of call type.
- Overlapping calls are at 31%
- When we have overlapping calls one unit with two people can handle a call.
- Mutual Aid: we received more than we gave, but the hours differential is within a 10% margin.

**CORRESPONDENCE** –

- Voice mail thank you.
- Thank you for vaccine clinic
- resignation letter from Liam Shelley.

**COMMITTEE REPORTS** –

ICOM – 3 members of staff are covid positive.

Safety/Risk Management –Dec 9 next meeting

Finance – Doing well

SNO-ISLE – Fire Marshall was guest speaker at last meeting.

**UNFINISHED BUSINESS** –

WFOA Conference Update- Commissioner Williams briefed the following:  
Fire District Attorney's Forum

- Vaccine mandates: risk, liabilities, accommodations
- HB1310: Fire Department duties, authority, and protocol

Snure Conference

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- OPMA- Meeting and masking requirements
- Information Disclosures- Vaccine Records requests and HIPAA
- L&I-masking requirements, employee notification requirements, COVID outbreak notification requirements
- Federal Rules-GEMT funds, grant funds, mechanics
- Department of Health-rules surrounding public health reporting; workplace safety for wildfire smoke and heat exposure; health equity training
- Public Records-Records retention schedule revisions
- Commissioners-public disclosures, serial meetings
- Employment-OT exemption salary level increases for 2021
- PFMLA-policies re employees and commissioners
- Cybersecurity Session-best practices

Crisis Management Session

- HB1310 and existing laws confliction
- Authority vs. Duty
- Liability and immunity
- State mental health protocols pending

**NEW BUSINESS**

Resolution 2021-09 Surplus Obsolete Equipment

**Commissioner Lich moved to approve Resolution 2021-09 Surplus Obsolete Equipment; Commissioner Williams seconded; motion carried by unanimous vote.**

Resolution 2021-10 HB 1310 Level of Service

- The Board reviewed the Resolution; it will be brought back to the board for approval at the next meeting.

0400.0091.00 Fire Admin Support Specialist Position Duties and Responsibilities Update

**Commissioner Krieg moved to approve the updated Duties and Responsibilities for the Fire Admin Support Specialist Position. Commissioner Evans seconded; motion carried by unanimous vote.**

Policy 642 Travel and Per Diem

- Discussion surrounding the travel policy and amending it. No action taken.

**ANNOUNCEMENTS**

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

**EXECUTIVE SESSION** - The Board recessed at 5:37 p.m. and went immediately into Executive Session to discuss the performance of a public employee per 42.30.140 (4)(g). and to discuss collective bargaining sessions with employee organizations per 42.30.140 (4)(a). It was expected to last until 5:41 p.m. At 5:41 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 Williams moved to adjourn the meeting at 5:41 p.m.**

Respectfully submitted,



Amy Martin  
Board Secretary