

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)

REGULAR COMMISSIONERS MEETING

February 14, 2022

MINUTES

Chair Treml called the regular Fire Commissioners meeting to order at 4:30 p.m. Those in attendance were Janice Treml, Paul Williams, Kim Williams, Kelly Yadon, Jerry Evans, Levon Yengoyan, Craig Helgeland, Jason Allen, and Amy Martin.

Chief Yengoyan led us in the flag salute.

Commissioner K. Williams moved to approve the agenda; Commissioner P. Williams seconded; motion carried by unanimous vote.

CONSENT AGENDA –

1. Minutes of January 31, 2021 Meeting.
2. Approval of Vouchers:

| February 14 Vouchers | |
|--------------------------------------|---------------------|
| 4 EFTs | \$19,935.81 |
| Payroll EFTs | \$22,259.74 |
| Expense Vouchers #220091- #220146 | \$129,362.77 |
| All Totaling | \$171,558.32 |

Commissioner Evans moved to approve the Consent Agenda items 1, 2; Commissioner Yadon seconded; motion carried by unanimous vote.

PUBLIC INPUT – None

CHIEF'S REPORT -see attached.

Update on HB 1310 impact on a recent call

Update on Covid-positive personnel management

Speaker: Overall Operations- AC Allen

- Fire Suppression
- EMS Operations
- Special Rescue
- Staffing
- Station Locations and Response Zones
- Strengths and Weaknesses
- Opportunities and Challenges

PRESS & CORRESPONDENCE – none

COMMITTEE REPORTS –

- **ICOM** – Engaging Search Firm for new Director to hopefully have someone on staff by May. Tony will remain as interim director until then. Staff has turned over critically. 60-70 percent of staff is new. Training and education is a primary focus.

- **Safety/Risk Management** –Committee will meet March 10.
- **Finance** –Discussion surrounding revenue. Budget report decided to be shown every quarter. Will show budget quarterly to Board. Budget meeting scheduled for this Wednesday.
- **SNO-ISLE** –Concerns over security at stations There is theft of equipment occurring in other departments. Banquet is now March 26th. Update on officials. Virtual meeting 1st Thursday of March.
- **Other:**
 - **North County EMS & Trauma Care Council**- The Tulip Petal is a big fundraiser and looking for volunteers. Tulalip ALS status update. Upcoming emergency preparedness and response mapping exercises.

UNFINISHED BUSINESS –

A. Commissioner Goals-reviewed and revised.

Discussion points included:

- Special meeting to be held on February 28th at 3:00 p.m. for Commissioners’ Orientation.
- Chair Treml Recommended a working meeting to define risk management—insurance provider may have a good program on that. Questions regarding auditing our medial billing agency. Would like to ensure we have a comprehensive process in place to mitigate risk.
- Chief Evaluation is in process. June and December goals should be established.
- Communications Committee meets regularly to evaluate strategies.
- ICOM sales tax revenue has been postponed. Discussion surrounding regionalizing of dispatch.

B. Policy 108: Delegation of Authority—The January 31 Attorney presentation highlighted delegation of authority. Attorney reviewed current Policy and didn’t see need of edits. Board reviewed this month will act on it next month. Will bring back to February 28 meeting.

C. Commissioner Calendar Review—Update strategic planning, risk management, and orientation plan. Interim next step dates column to be added.

NEW BUSINESS

- ### **A. Communications Contract**—Budget increase to \$30K. Covid-19 response was added. Communication discussion surrounding Levy —EMS levy renewal approved last year. Fire levy in 2024 to collect in 2025. Strategic planning will then guide us in whether to go out earlier for a Levy.

Commissioner P. Williams moved to approve the Professional Services Media Specialist Contract; Commissioner Evans seconded; motion carried by unanimous vote.

ANNOUNCEMENTS

- ✓ Next Commissioner Meeting Monday, February 28th, 2021, 4:30 PM, in-person/virtual Admin Bldg.
- ✓ Special Meeting-Commissioner Orientation- at 3:00 PM in-person/virtual Admin Bldg.
- ✓ Comm P. Williams will not be at next five meetings in person but will attend as needed virtually.

EXECUTIVE SESSION - The Board recessed at 5:49 p.m. and went into Executive Session at 5:52 to discuss the performance of a public employee per [42.30.140 \(4\)\(g\)](#). It was expected to last until 5:57 p.m. At 5:57 p.m. the Board Chair extended executive session until 6:00. At 6:00 the Board came out of Executive Session and immediately returned to Regular Session with no action taken.

There being no further business, Commissioner P. Williams moved to adjourn the meeting at 6:00 p.m.

Respectfully submitted,



Amy Martin
Board Secretary