

ISLAND COUNTY FIRE DISTRICT #1
Camano Island Fire & Rescue (CIFR)
SPECIAL AND REGULAR COMMISSIONERS MEETING
February 28, 2022
MINUTES

Chair Treml called the **Special Fire Commissioners Meeting** to order at 3:00 p.m. Those in attendance were Janice Treml, Kim Williams, Kelly Yadon, Jerry Evans, Levon Yengoyan, and Amy Martin.

Paul Williams was absent and excused due to personal reasons.

New Commissioners Orientation:

- Articles of Incorporation
- Policy Review and responsibility
- Financial Responsibilities of Board
- Grants
- Board Responsibilities
- Mandatory Trainings-can be done online or in person at conferences—3 months to complete.
 - Discussion surrounding Conferences-
- Organizational Chart Overview
- Commissioner Role with Staff-morale check, recognition, appreciation.
- Chief Evaluation
- Finance-Quarterly Finance Committee Meetings Overview
- Overall Budget- managed by the board
- Holiday (Example of Policy Adoption) Board Discussion
- Update on Funds
 - GEMT (approx. \$400K annual)
 - Reserve Funds—15% of annual budget
 - Long Term Payroll liability.
 - Levy
 - Data Overview for 2021
- Community Paramedic Discussion-discussion surrounding utilizing local resources regarding medication management and mental health needs.
- Public Health Discussion regarding Immunization
- Service Call Discussion

Commissioner Yadon moved to adjourn the Special meeting at 4:15 p.m.

Chair Trembl called the **Regular Fire Commissioners Meeting** to order at 4:31 p.m. Those in attendance were Janice Trembl, Kim Williams, Kelly Yadon, Jerry Evans, Levon Yengoyan, Craig Helgeland, and Amy Martin.

Paul Williams was absent and excused due to personal reasons

Comm Trembl led us in the flag salute.

Comm Trembl proposed amending the Agenda to include “Commissioner Goals” under Unfinished Business

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

CONSENT AGENDA –

1. Minutes of February 14, 2021 Meeting.
2. Approval of Vouchers:

February 28 Vouchers	
3 EFTs	\$100,377.41
Payroll EFTs	\$222,560.77
Expense Vouchers #220152-220193	\$206,962.45
Trust Fund	\$275.58
All Totaling	\$530,176.21

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

PUBLIC INPUT – None

CHIEF’S REPORT -see attached.

- Speakers: EMS & EMS Billing-MSO Smith and Amy Martin
EMS Billing Overview- Amy Martin: process flow, rate comparison, breakdown of payer, medicare/medicaid fee schedule, Breakdown of calls by service level.
- EMS Operations-MSO Tony Smith—History of CIFR medical, maximizing resources, funding, paramedics, strengths are our personnel. Weakness-limited resources. Opportunity: Current healthcare system is overwhelmed-need to look at different solutions.

PRESS & CORRESPONDENCE – Celia Love Hartley (Mabana Flames) Obituary

COMMITTEE REPORTS –

- ICOM – Still searching for a new Director.
- Safety/Risk Management –Committee will meet March 10.
- Finance – Met and reviewed the budget year to date. On track.
- SNO-ISLE –Meeting this Thursday the 3rd. Banquet on March 26th.
- Other:
 - Legislature: Update in Chelan regarding police reform.

UNFINISHED BUSINESS –

- A. Policy 108: Delegation of Authority

Commissioner K. Williams moved to approve Policy 108: Delegation of Authority; Commissioner Yadon seconded; motion carried by unanimous vote.

- A. Commissioner Goals
- a. Going to simplify this year into focusing on strategic planning and then look at risk management. Ad hoc committee for risk management:
 - b. K. Williams and Jan Trembl: Risk Management
 - c. Kelly Yadon and, P. Williams or Evans: Strategic Planning

NEW BUSINESS

- A. Approval of Volunteers: Henry Oldow and James Milner

Commissioner Evans moved to approve Volunteers Henry Oldow and James Milner; Commissioner K. Williams seconded; motion carried by unanimous vote.

- B. Schoolhouse Foundation Contract

Chief Yengoyan provided the history of the schoolhouse contract which has an upcoming lump sum payment. Schoolhouse has requested that district waive the remaining \$33K or extend out the contract as they have been investing everything back into the building. Chief recommended extending the terms of the contract for ten years until it's paid off.

Commissioner Evans moved to approve an extension of the Schoolhouse Foundation Contract; Commissioner Yadon seconded; motion carried by unanimous vote.

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ANNOUNCEMENTS

- ✓ Next Commissioner Meeting Monday, March 14th, 2021, 4:30 PM, in-person/virtual Admin Bldg.

There being no further business, Commissioner Yadon moved to adjourn the meeting at 5:22 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amy Martin". The signature is written in a cursive, flowing style.

Amy Martin
Board Secretary