

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)

COMMISSIONER'S MEETING

August 22nd, 2022

4:30 PM

MINUTES

Chair Trembl called the **Regular Fire Commissioners Meeting** to order at 4:30 p.m.

Commissioner K. Williams led us in the flag salute

Those in attendance were:

Commissioners

Janice Trembl

Paul Williams

Kelly Yadon

Kim Williams

Fire Department Staff

Fire Chief Levon Yengoyan

AC Jason Allen

AC Craig Helgeland

Amy Martin, Board Secretary

Scott Johnson

Matt Waite

Brandi Mauck

Public-1 citizen

Commissioner Jerry Evans was absent and excused due to personal business.

MOVED TO APPROVE THE AGENDA

1st: Commissioner K. Williams 2nd: Commissioner: P. Williams

Discussion: no

APPROVED: Unanimous

CONSENT AGENDA –

Aug 22nd Vouchers	
4 EFTs	\$110,094.86
Payroll EFTs	\$228,961.49
Expense Vouchers	\$95,391.68
Totaling	\$434,448.03

- Minutes of August 8th, 2022, Meeting.
- Approval of Vouchers: August 22nd, 2022:

MOVED TO APPROVE CONSENT AGENDA

1st: Commissioner P. Williams 2nd: Commissioner Yadon

Discussion: none

APPROVED: Unanimous

PUBLIC INPUT –none.

CHIEF'S REPORT- Attached.

Scott Johnson, newly hired paramedic introduced himself to the board.

Presentations:

Facilities-AC Craig Helgeland

- Recent /ongoing facilities projects-landscaping and paving of Admin; painters scheduled at Station 2; hot water tank replacement at Station 3; Admin restroom upgrades; generator at Station 2; shop gutter repairs this past Spring.
- Upcoming: HVAC air compressor replacement quote; water softener quotes for fire station; truck bay doors at Station 3; laundry appliances at Station 5 quotes; Waiting on start dates for Station signs; Astound fiber start date pending as well.

PRESS & CORRESPONDENCE –

- Scholarship recipient Salma Garcia thank you card.

COMMITTEE REPORTS –

- ICOM –Discussion: Should the board set goals for what they would like to see from our ICOM rep? Strategic planning will set some operational level from bottom up and our representative to push from top down.
- Safety/Risk Management –Committee will meet Sept 15th. Discussion surrounding shifting some of the workload
- Finance- Has not met but are under budget. Will meet in October.
- SNO-ISLE-Will meet virtually/in person in October. Fireworks data will be presented.
- WFCA—No update.
- Other –Comm Kelly Yadon agreed to serve on the BVFF Committee.

UNFINISHED BUSINESS – none

NEW BUSINESS

A. 2023 Budget Calendar

MOVED TO APPROVE 2023 BUDGET CALENDAR

1st: Commissioner P. Williams 2nd: Commissioner K. Williams.

Discussion: Briefed by Chief Yengoyan and AC Helgeland regarding process. End of November deadline. Citizen question regarding Budget item for minor non-emergency chronic calls. Chief Yengoyan indicated in chronic cases the Community Resource Paramedic helps assist and alleviate. However, there is not a budgeted line item and offered to discuss in depth outside of the meeting space if requested

APPROVED: Unanimous

B. Volunteer Approval-Adrian Leung

MOVED TO APPROVE VOLUNTEER ADRIAN LEUNG

1st: Commissioner Yadon s 2nd: Commissioner P. Williams

Discussion: none.

APPROVED: Unanimous

C. Strategic Planning

- Discussion of draft Agency Status Analysis created in two internal meetings.
- Next Steps, support objectives.
- Possible Commissioner retreat might need to be set.
- Chief Yengoyan indicated we had a good discussion, need to hit all the high-level points, need to meet with the leadership team to see about further input or have the Captains handle.
- As we finalize risk assessment and standards of Cover, we will flush out the strategic objectives and some of the details.
- Draft will be sent to focus group for public comments then finalize. That's the forward-facing document that would be sent out and published to the website with the understanding that it's a 5-year document.
- Priorities will have to be identified that are a stretch but are realistic. Ten-year plan ideas in an appendix. Timeframe and flow down to that annual workplan. Systematic about how we approach items.
- Commissioner request to have the Cadet program listed on the strengths in the strategic planning.
- Discussion of how to designate what we have control over and what we don't. Might indicate we're working with other agencies to meet these objectives. Possible categories: Responsible, accountable, influence.
- Discussion of what measures we will use to determine metrics to correct or improve standards we set. Will work together to establish targets are, and then staff will work to figure out how to get to the improved standards. Document and measure otherwise nothing gets done. So much work to do on data collection. Getting personnel to enter data; then will be able to report on it.
- Discussion on insurance rates and that people may not realize how much keeping a fire to room of origin can mean for financial impact. Communication Committee can work to educate people on those items. If people are under-insured would help people to improve their insurance.
- Board is interested in Next Steps. Strategic Planning can be done ongoingly under Committee Reports with the board. Board will send any additional comments to Chief Yengoyan.

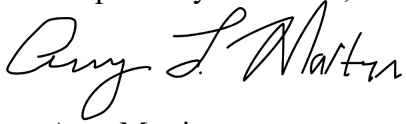
ANNOUNCEMENTS

- ✓ Next Commissioner Regular Meeting Monday September 12th, 2022; 4:30 PM
Admin Building. In person.

There being no further business, Commissioner P. Williams moved to adjourn the meeting at 5: 23 PM.

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Camano Island Fire & Rescue
Board of Fire Commissioners
Minutes
August 22th, 2022

Respectfully submitted,

A handwritten signature in black ink that reads "Amy L. Martin". The signature is written in a cursive style with a large, stylized initial "A".

Amy Martin
Fire Board Secretary