

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)

COMMISSIONER'S MEETING

September 26th, 2022

4:30 PM

MINUTES

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

Commissioner Yadon led us in the flag salute

Those in attendance were:

Commissioners

Janice Trembl

Jerry Evans

Kelly Yadon

Kim Williams

Paul Williams

Fire Department Staff

Fire Chief Levon Yengoyan

AC Jason Allen

AC Craig Helgeland

Amy Martin, Board Secretary

Jay Jacks, Fleet Maintenance Division
Supervisor

Public-none

MOVED TO APPROVE THE AGENDA

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

Discussion: no

APPROVED: Unanimous

CONSENT AGENDA –

- Minutes of September 12th, 2022, Meeting.
- Approval of Vouchers: September 26th, 2022

Sept 26th, 2022 Vouchers	
4 EFTs	\$108,373.03
Payroll EFTs	\$227,153.47
Expense Vouchers	\$174,798.57
Capital Fund	\$19,273.59
Totaling	\$529,598.66

MOVED TO APPROVE CONSENT AGENDA

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

Discussion: none

APPROVED: Unanimous

PUBLIC INPUT –none.

CHIEF'S REPORT- Attached.

Presentations: Jay Jacks, Fleet Maintenance Division Supervisor

Quarterly Maintenance Update

- Personnel-1 employee out until January with shoulder injury and surgery.
- New Hire on pace to be a master fire technician by Spring. EVT by Spring 2024.
- Apparatus at normal pace of service/repair.

Facilities: AC Helgeland: signs are still awaiting parts due to supply chain issues.

Two Structure Fires: AC Allen:

- South end; known victim inside. Horse Ferrier crawled in and pulled out the victim; Was flown to Harborview.
- Camaloch: Log cabin fully involved. Full loss. All night, into the next day to put out hot spots.

PRESS & CORRESPONDENCE –

- SC News 911 Tribute Article
- SC News House Fire PT airlift
- Whidbey News boat launch mention
- Email to crews of positive EMS feedback phone call from PT

COMMITTEE REPORTS –

- ICOM –Director is doing well; Open house this evening.
- Safety/Risk Management –committee met this month. No injury reports for this quarter. Reviewed data from Lexipol seminar on stress in public safety.
- Finance-. Financial Correction to the August 8, 2022 Vouchers: BPAS (VEBA company) ACH payment in the amount of 11,344.00 was listed in error. It should have been 11,011.00. The payment that was withdrawn from our bank account was the correct amount but was incorrectly reported to the Board.
 - SNO-ISLE- Continues to meet virtually, elections coming in December.
 - WFCA—Met; workshop for shift in healthcare took place; deadlines for registration for Fall conference. Challenges with website.
 - Other -none

UNFINISHED BUSINESS – none

NEW BUSINESS

A. Risk Management

- Discussion of draft of a Risk Management Plan in work; Review what's in the packet and give feedback.; Update report to Risk Management Committee to include the Chief.

B. Business Associate Agreement

- Discussion of implementation of agreements with Business Associates who have access to HIPAA data. Agreement approved by attorney will be getting in place.

C. 2023 Levy Planning

- Discussion of strategy: Survey results may help guide when we go out for Levy again. Need to start developing strategy and putting together a committee for next year. Consideration to performing an inhouse campaign, with PIO and Survey specialist once strategic plan is done. Campaign committee should be formed with two commissioners Communications committee could take on that role. We should be intentional about the decision. Discussion surrounding timing. May need a workshop to discuss messaging, type of Levy, etc. Possible bid from Liz Loomis.
- Chief will reach out Liz to come speak to the Board.
- Will schedule workshop for November timeframe to strategize.
- Need to add community members and union to workshop to take part.
- Will add to the agenda for the next meeting to follow up.

D. 2022 Chief Evaluation Survey Questions

- Discussion surrounding the new proposed questions. More succinct. Geared more toward leadership and challenges that are not as quantifiable.
- Question #2 to be added from previous questions.
- Action to combine them to make it one group of questions for leadership and admin
- Community Groups survey questions to remain the same as last year.

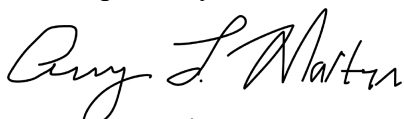
- II. EXECUTIVE SESSION - The Board recessed at 5:20 p.m. and went into Executive Session at 5:25 to discuss collective bargaining sessions with employee organizations per [RCW 42.30.110](#). It was expected to last until 5:35 p.m. At 5:35 p.m. the Board came out of Executive Session and immediately returned to Regular Session with no action taken.

ANNOUNCEMENTS

- ✓ Next Commissioner Regular Meeting Monday October 10th, 2022; 4:30 PM Admin Building. In person.

There being no further business, Commissioner Evans moved to adjourn the meeting at 5: 36 PM.

Respectfully submitted,



Amy Martin
Fire Board Secretary