

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)

COMMISSIONER'S MEETING

November 14th, 2022

4:30 PM

MINUTES

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

Comm Kim Williams led us in the flag salute

Those in attendance were:

Commissioners

Janice Trembl

Jerry Evans

Kelly Yadon (via Zoom)

Kim Williams

Fire Department Staff

Fire Chief Levon Yengoyan

AC Jason Allen

AC Craig Helgeland

Amy Martin, Board Secretary

Public-none

Comm Paul Williams was absent due to personal business.

MOVED TO APPROVE the Agenda

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

Discussion: NONE

APPROVED: Unanimous

CONSENT AGENDA –

- Minutes of October 24th, 2022, Meeting
- Minutes of November 7th Special Meeting
- Approval of Vouchers: November 14th, 2022

November 14th, 2022 Vouchers	
4 EFTs	\$17,749.93
Payroll EFTs	\$18,086.56
Expense Vouchers	\$87,217.09
Capital Fund	\$15,893.45
Totaling	\$138,947.03

MOVED TO APPROVE the Consent Agenda

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

Discussion: none

APPROVED: Unanimous

PUBLIC INPUT –none.

CHIEF’S REPORT- Attached.

Presentation: Steve Knight, Fitch & Assoc.; Community Risk Assessment and Standards of Cover

- Provided overview of draft documents which included:
 - Risks at the First Due Station
 - Overall risk matrix for stations
 - Observations and recommendations
 - Turnout and Response Times
 - Considerations of Station 5 Staffing and impact to Overall Turnout time
 - Consideration of Engine Placement
 - Consideration of Additional Resources
 - Optimal Staffing Strategies-2 Engines, 3 Ambulances to achieve 8 min travel time
 - Considerations of a move-up plan
 - Consideration for improved response times
 - Consideration for a criteria-based dispatch process

Discussions topics included:

- Turn out time
- Apparatus and crew move up plan
- ALS vs. BLS level of service efficacy and specific application to island community
- Ability to track from which station the crews originate
- Quality of data
- Establishing capacity restraints from a growth management perspective (in reference to impact fees)

Requests/Critique of Draft from Board to Fitch & Assoc

- An expanded executive summary that can go be a deliverable to the community
- Request for it to be written at a level that can be consumed by the average citizen
- Significant edits need to clean up discrepancies
- Need to simplify charts and graphs within the document.
- Contradictions need to be flushed out.
- Highlighting too many of the issues within the document.
- Enhanced summary with salient points that can be used on the website
- Redundancy in the document and the charts make the document too expansive
- Commissioner notes/edits will be emailed to the Chief and shared with Fitch

Post Presentation Discussion Topics amongst the Board:

- Needs to be acknowledged that there are over 300 water associations.

- Regarding Recommendations
 - Supports the department staffing and growth plan that the levy would fund.
 - Supports reducing practice of overcommitting resources to calls. We can we more efficient with a tiered response to calls.
 - Need to build a response system that is BLS backed by ALS; We've always had ALS backed by BLS, but we need to do the opposite. Operational changes are already being made that reflect this.

PRESS & CORRESPONDENCE –Two articles on CIFR Haunted House

COMMITTEE REPORTS –

- ICOM –Last meeting had a discussion regarding how planning effects our department. Discussed need for a preparedness report in case of an incident.
- Safety/Risk Management –Will meet Dec 8th.
- Finance-. Budget is on track.
- SNO-ISLE- Banquet will be in Everett.
- WFCA—Conference update- Much of the same as previous conferences. There are upcoming changes in leadership; 90% turnover and looking for more people to get involved. Recommendation to improve training and vary the topics. Portland leadership conference in March might be considered over Chelan or other conferences. May want to bring some officers.
- Other -none
- North Region: looking to restructure that board and need members.
- Island County Health Advisory Board—Community Health assessment in 2023. Efforts to get people engaged.

UNFINISHED BUSINESS –

- A. Amendment of Resolution 2022-08 Budget Adoption with Levy Certification

MOVED TO APPROVE amended Resolution 2022-08 Budget Adoption with Levy Certification.

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

Discussion: none

APPROVED: Unanimous

NEW BUSINESS

- A. Q3 Performance Metrics

Amy Martin presented the Q3 Metrics. Board discussion occurred regarding mutual aid tracking and the recent storm response.

- B. WFCA Spokane Conference Update

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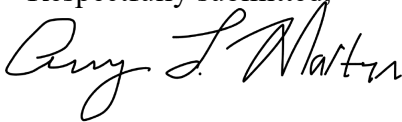
Camano Island Fire & Rescue
Board of Fire Commissioners
Minutes
November 14th, 2022

ANNOUNCEMENTS

- ✓ Next Commissioner Meeting Monday, November 28th, 2022, 4:30 PM, in-person Admin Bldg.
- ✓ Cancellation of the December 26h, 2022 Commissioner Meeting

There being no further business, Commissioner K. Williams moved to adjourn the meeting at 6:14 PM.

Respectfully submitted,

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

Amy Martin
Fire Board Secretary