

ISLAND COUNTY FIRE DISTRICT #1
 Camano Island Fire & Rescue (CIFR)
 COMMISSIONER'S MEETING
 January 9th, 2023
 4:30 PM
MINUTES

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

Assistant Chief, Jason Allen led us in the flag salute.

Those in attendance were:

Commissioners

Janice Tremml
 Jerry Evans
 Kelly Yadon
 Paul Williams
 Kim Williams

Fire Department Staff

AC Jason Allen
 Amy Martin, Board Secretary

Public-none

Chief Yengoyan was absent due to personal business.

MOVED TO APPROVE the Agenda

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

Discussion: NONE

APPROVED: Unanimous

CONSENT AGENDA –

- Consent Agenda
 - Minutes of December 12th, 2022, Regular Meeting
 - Minutes of January 3rd, 2023, Special Meeting

January 9th, 2023 & December 26, 2022 Vouchers	
8 EFTs	\$139,497.25
Payroll EFTs	\$269,297.05
Expense Vouchers	\$291,388.71
Capital Fund	\$12,610.42
Totaling	\$712,793.43

MOVED TO APPROVE the Consent Agenda

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

Discussion: Minutes should note that Vouchers were from December and January.

APPROVED: Unanimous

II. Selection of 2023 Board Chair

- A. Call for nominations for Chairperson to serve during the ensuing year.
- B. Election of a Chairperson.

MOVED TO NOMINATE Commissioner Evans for the 2023 Chair of the Board of Commissioners

Ist: Commissioner Trembl 2nd: Commissioner P. Williams

Discussion: none

APPROVED: Unanimous

- C. Assumption of office by the new Chairperson

Commissioner Evans assumed the Chair Position

III. Selection of 2023 Board Vice Chair

- A. Call for nominations for Vice Chairperson to serve during the ensuing year
- B. Election of a Chairperson.

MOVED TO NOMINATE Commissioner Kim Williams for the 2023 Vice Chair of the Board of Commissioners

Ist: Commissioner Trembl 2nd: Commissioner P. Williams

Discussion: none

APPROVED: Unanimous

- C. Assumption of office by the new Chairperson

Commissioner Kim Williams assumed the Vice Chair Position.

IV. Selection of Committee Members

- Updated Committee Alternate and Primary designees for Finance/Budget and ICOM
- Removed the Legislative Committee with a plan to workshop the topic.

A discussion of topics to be added to the next Board Workshop on January 23rd included:

- Legislative Issues
- Board Goals
- Quality Management

A discussion occurred regarding the status of the draft Risk management Plan: It has been updated to focus on quality Management and prevention measurements. Plan is to develop a dashboard. A recommendation was made that the safety committee design some training materials to Support their goals as risk management. There was a discussion around a representative of training being there. L&I Fire Program may be a good source for subjects that can be tackled.

A Discussion occurred surrounding adding visibility to meetings that need to be attended by Commissioners. Sno-Isle meeting, 1st Thursday of the month, requested to be added in Board meeting announcements.

V. **PUBLIC INPUT** –none.

VI. **CHIEF’S REPORT**-attached.

VII. **PRESS & CORRESPONDENCE** –

- Mention of Santa Run in SC News
- Haunted House was mentioned in the SC News Top 10 local story lines of 2022

VIII. **COMMITTEE REPORTS** –

- ICOM –Working on contract. Potentially have the ICOM person over for workshop Q2. (March)
- Safety/Risk Management –Next meeting is March 9th.
- Finance-Will have and will bring final number once available.
- SNO-ISLE- Banquet is Jan 28th. Comm Evans, Treml, and Yadon will attend. Regular Sno-Isle Meeting the first Thursday in January.
- WFCA—Legislators Day. . Comm Evans, Treml, and Yadon will attend February 17th.
Other - Snohomish Co. Program Director: Dr. Cooper is resigning.

IX. **UNFINISHED BUSINESS** –

A. 2023 Board Dates

MOVED TO APPROVE the 2023 board dates.

1st: Commissioner Yadon 2nd: Commissioner Treml

Discussion: Occurred regarding a needed Resolution. Secretary Martin to verify and bring resolution to the Board if needed after executive session.

APPROVED: Unanimous

X. **NEW BUSINESS**

A. Admin Personnel Policy Handbook Updates

MOVED TO APPROVE the Personnel Policy Handbook Updates

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

Discussion: Section X #3. Time off with pay typo correction requested; Page 31, Item 7: Intent is that you cannot take away vacation and needed to be removed from language. More updates will follow but the items in the current version were needed to ensure employees received updated pay scales in the January paycheck.

APPROVED: Unanimous

B. Commissioner Goals 2022-Review

C. 2023 Commissioner Goals

Decision was made to workshop items B&C in the next meeting.

- XI. EXECUTIVE SESSION - The Board recessed at 5:20 p.m. and went into Executive Session at 5:20 to discuss the performance of a public employee per [42.30.140 \(4\)\(g\)](#). Executive Session was expected to last until 5:30 p.m. At 5:30 p.m., the Board Chair came out of executive session and announced extending executive session until 5:35 p.m., then returned to executive session. At 5:35 p.m., the Board Chair came out of executive session and announced extending executive session until 5:40 p.m., then returned to executive session. At 5:40 p.m., the Board came out of Executive Session and immediately returned to Regular Session.

The Following Actions were taken in Open Session:

MOVED TO AMEND the Agenda to add 1. Resolution 2023-01-A resolution to establish 2023 regular meetings; 2. Chief's Contract approval; 3. Establish the June 26th Meeting as the Mid-Year evaluation of Board and Chief's Goals.

Ist: Commissioner K. Williams 2nd: Commissioner Trembl

Discussion: none.

APPROVED: Unanimous

1. Resolution 2023-01-A resolution to establish 2023 regular meetings.

MOVED TO APPROVE Resolution 2023-01-A resolution to establish 2023 regular meetings.

Ist: Commissioner Yadon 2nd: Commissioner K. Williams

Discussion: None

APPROVED: Unanimous

2. Chief's Contract approval

MOVED TO APPROVE Chief Yengoyan's Contract

Ist: Commissioner K. Williams 2nd: Commissioner Yadon

Discussion: None

APPROVED: Unanimous

3. Establish the June 26th Meeting as the Mid-Year evaluation of Board and Chief's Goals.

MOVED TO APPROVE Establishing the June 26th Meeting as the Mid-Year evaluation of Board and Chief's Goals.

Ist: Commissioner K. Williams 2nd: Commissioner P. Williams

Discussion: None

APPROVED: Unanimous

XII. ANNOUNCEMENTS

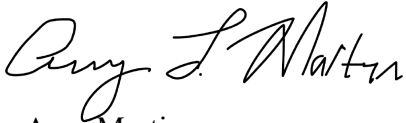
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Camano Island Fire & Rescue
Board of Fire Commissioners
Minutes
January 9th, 2022

- Next meeting will be Commissioner workshop Monday January 23rd, 4:30 PM, in-person /virtual Admin Bldg.
- Next Commissioner Regular Meeting Monday, February 13, 2023, 4:30 PM, in-person Admin Bldg.
- Next Sno-Isle Meeting Feb 2nd.

There being no further business, Commissioner K. Williams moved to adjourn the meeting at 5:45 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amy L. Martin".

Amy Martin
Fire Board Secretary