

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)

COMMISSIONER'S MEETING

February 13th, 2023

4:30 PM

MINUTES

Chair Kim Williams called the **Regular Fire Commissioners Meeting** to order at 4:33 p.m.

Comm Yadon led us in the flag salute.

Those in attendance were:

Commissioners

Janice Treml (via Zoom)

Jerry Evans (via Zoom)

Kelly Yadon

Paul Williams

Kim Williams

Fire Department Staff

AC Jason Allen

Amy Martin, Board Secretary

Chief Yengoyan (via Zoom; joined at New Business)

Public-1 member of the public

A/C Allen was absent for a brief period to respond to a fire call mid-meeting and returned.

Chief Yengoyan was absent due to personal business for the first half of the meeting and called in via Zoom soon after A/C Allen's departure. Both were in attendance for the remainder of the meeting.

MOVED TO APPROVE the Agenda

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

Discussion: none

APPROVED: Unanimous

CONSENT AGENDA –

- Minutes of January 9th, 2022, Regular Meeting
- Minutes of January 23rd, 2023, Special Meeting
- Approval of Vouchers: January 23rd & February 13th, 2022

January 23rd & Feb 13th, 2023 Vouchers	
8 EFTs	\$141,422.30
Payroll EFTs	\$272,817.82
Expense Vouchers	\$341,919.98
Capital Fund	\$13,702.80
Totaling	\$769,862.90

MOVED TO APPROVE the Consent Agenda

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

Discussion: The following questions were asked regarding the vouchers:

1. For invoice #230156 Snohomish Co. PUD, Vista Fire Station is 6x higher than the others. Inquired if that is normal? A/C Allen indicated it is normally higher due to station square footage and will check and ensure it's in line with other bills for the same timeframe.
2. Inquiry regarding the 34K bill. A/C Allen indicated it is for the executive education/leadership year-long program with Company officers. It may also include the Mission, Vision, Values Project that occurred with the same company. A/C Allen will check regarding specifically which projects it covers and report back to the Commissioners.
3. The Legal bills are higher than usual. Inquiry regarding what encompasses the additional expense. A/C Allen indicated it was for an investigation addressed in Executive Session in December and would need to be in an executive session to discuss further.

APPROVED: Unanimous

I. **PUBLIC INPUT** –none.

II. **CHIEF'S REPORT**-attached.

Presentation: Cadet Program, Lt. Larkin

- Cadet class: 20 students this year 13th year for cadet program.
- School District Contract has changed. Was 20K per year, but with larger class was renegotiated. Class average has been 13 students. CIFR now receives additional 1K per student over 13 students.
- Grant was awarded for 25K for school, going to get storage container for Station 2 to store cadet supplies/equipment so they can do almost everything with the tools they have on hand.
- Target Solutions transition is helping streamline the process for training.

III. **PRESS & CORRESPONDENCE** –

- A. 2 SC News articles—one on the food drive success and another on call volume increases and the need for the levy.

IV. **COMMITTEE REPORTS** –

- ICOM –Director went over strengths and weakness at last meeting.
- Safety/Risk Management –Next meeting is March 9th.
- Finance-Will meet in March. On budget.
- SNO-ISLE- meets in March.
- WFC—Legislators Day. . Comm Evans, Treml, and Yadon will attend February 17th. Agenda is half day, brunch. Legislative committee will give us a clear picture in that morning brief. If Nursing staffing bill passes, may make ER holding times worse. Senate Bill 5236.
- Other - none

V. OLD BUSINESS:

A Discussion occurred regarding Q/A and Risk Management:
The Dashboard will be for Quality Metrics which will be discussed further at the March Workshop.

VI. NEW BUSINESS

A. Fire Chief Leadership Training

- Chief Yengoyan briefed that he researched opportunities for professional development. Applied and was accepted to a Harvard Leadership Program that he would like to attend. The tuition includes most of the lodging and some of meals. Additional expenses would be incurred for airfare and the additional lodging. Approx cost of 10K. He would help offset costs by not attending other conferences such as ESO.

MOVED TO APPROVE the Fire Chief Leadership Training

Ist: Commissioner Trembl 2nd: Commissioner Yadon

- **Discussion:** Inquiry as to dates and how that might impact Levy Campaign: Course is the 2nd week in September and would overlap with final Levy push. Ballots arrive in October. Could train up commissioner to do some of the outreach.

APPROVED: Unanimous

B. 2022 Performance Metrics

- Amy Martin, data analyst, presented the 2022 Performance metrics with a focus on 5-year trends in service demand, NFIRS type, overlapping calls, response analyses zone, unit hour utilization, response and turnout time, EMS transports, and wall Times. Metrics will begin to transition to new dashboard and incorporate Standards of Cover goals in 2023.
- A request was made to see the breakdown of percent of EMS calls vs transports. Amy Martin will follow up with incorporating.
- A discuss occurred regarding wall times.

C. MPD Contract renewal

MOVED TO APPROVE MPD Contract renewal.

Ist: Commissioner Trembl 2nd: Commissioner Evans

Discussion: Question regarding what changed in the contract. Chief Yengoyan indicated a slight increase in salary. Also noted Dr. Baciak is performing well and protocols are nearing approval.

APPROVED: Unanimous

D. PIO Contract renewal

MOVED TO APPROVE PIO Contract renewal.

Ist: Commissioner Evans 2nd: Commissioner P. Williams

Discussion: Changes to salary. Scope changed to include levy lid lift and deemphasizing the covid work.

APPROVED: Unanimous

E. Whatcom County Paramedic Training Contract

MOVED TO APPROVE Whatcom County Paramedic Training Contract

Ist: Commissioner Yadon 2nd: Commissioner P. Williams

Discussion: Non-negotiable cost of putting paramedics in their training program.

APPROVED: Unanimous

F. Resolution 2023-02 Resolution to Annually Re-appoint the District's Investment Officer

MOVED TO APPROVE 2023-02 Resolution to Annually Re-appoint the District's Investment Officer

Ist: Commissioner Evans 2nd: Commissioner Trembl

Discussion: The annual reappointment, no changes.

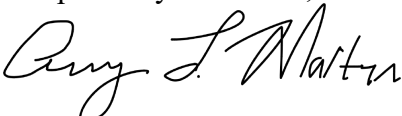
APPROVED: Unanimous

ANNOUNCEMENTS

- ✓ Next Commissioner Workshop Feb 27th, 2023, 4:30 PM, in-person/virtual Admin Bldg.
- ✓ Next Commissioner Meeting Monday, March 13th, 2023, 4:30 PM, in-person/virtual Admin Bldg.

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

Respectfully submitted,



Amy Martin
Fire Board Secretary