

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)

COMMISSIONER'S WORKSHOP

March 27th, 2023

4:30 PM

**MINUTES**

Chair Evans called the **Fire Commissioners' Workshop** to order at 4:30 p.m.

CommYadon led us in the flag salute.

Those in attendance were:

## **Commissioners**

Janice Treml

Jerry Evans

Kelly Yadon

Paul Williams

Kim Williams

## **Fire Department Staff**

AC Jason Allen

Amy Martin, Board Secretary

Chief Levon Yengoyan

**Public**-none

## **MOVED TO APPROVE the Agenda**

**1st: Commissioner K. Williams 2<sup>nd</sup>: Commissioner Yadon**

***Discussion:*** none

***APPROVED: Unanimous***

## **Workshop Topic: Dashboard**

- Comm K. Williams and Chief Yengoyan presented the Dashboard that was developed from the Strategic Plan to the Commissioners.
- Outcome measures to be reported annually and supportive measures to be reported quarterly.
- Risk Management may become Quality Management committee with duty to review Dashboard.
- Chief Yengoyan explained the categories within the Dashboard and the pyramid structure: Initiative, Outcome measure, Strategic Objective, Supportive Objective. Explanation of Type and Product.
- Quarterly Reports to include spotlight status of Red, Yellow, Green. Drilldown on items in red.
- Workshop in July to perform midyear check-in and can include the dashboard and goals.
- Consideration to implementing EMS and Fire process measures and eventually deep dive process measures.

## **Discussion:**

- Consideration to how completing an item that appears multiple times can affect Outcomes for many. Discussion of looking at data and determining over time if it will produce an outcome. Focus on the items that can provide impact.
- Timeline and data management and technical vs. adaptive challenges.
- Challenges with ICOM and obtaining things like timestamps.
- Consideration of value in providing data to the public in annual report.

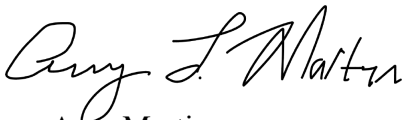
- Committee Goals. Chair will ask each committee to meet and establish a goal for the Commissioner Goals tab.
- Quality Management committed to begin meeting and reviewing on a quarterly basis— may make sense to start in July.
- Consideration to adding Comm P. Williams to Risk Management Committee and having Comm Trembl switch to another Committee.
- Consideration of possible Finance committee goal that might incorporate a communications Committee goal. Finance goal might be to increase communication of how our funds are used to increase public awareness. Communication committee will decide how to best push info out to the public and if it makes sense to in an ongoing fashion as it can be labor intensive.

**ANNOUNCEMENTS**

- ✓ Next Commissioner Meeting Monday, April 10th, 2023, 4:30 PM, in-person/virtual Admin Bldg.

**There being no further business, Commissioner Yadon moved to adjourn the meeting at 5:21 PM.**

Respectfully submitted,



Amy Martin  
Fire Board Secretary