

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)

COMMISSIONER'S MEETING

May 8th, 2023

4:30 PM

MINUTES

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

Linda Layton led us in the flag salute.

Those in attendance were:

Commissioners

Janice Trembl

Jerry Evans

Kelly Yadon

Paul Williams

Kim Williams

Fire Department Staff

AC Craig Helgeland

Chief Levon Yengoyan

AC Jason Allen

Tony Smith, MSO

Linda Layton – Finance Manager

Amy Martin- Board Secretary

Public- 2 members of the public

MOVED TO APPROVE the amended Agenda.

Ist: Commissioner Trembl 2nd: Commissioner Yadon

Discussion: Comm Evans proposed an amendment to the agenda to include Resolution No 2023-04 Authorizing Property tax levy, under New Business.

APPROVED: Unanimous

I. CONSENT AGENDA –

- A. Minutes of April 10th, 2022, Regular Meeting
- B. Minutes of April 24th, 2022, Workshop

April 24th, and May 8th, 2023 Vouchers	
10 EFTs	\$155,356.09
Payroll EFTs	\$304,426.39
Expense Vouchers	\$255,614.66
Trust Fund	\$925.00
Capital Fund	\$152,467.74
Totaling	\$868,789.88

MOVED TO APPROVE the Consent Agenda as amended.

Ist: Commissioner Yadon 2nd: Commissioner Trembl

Discussion: Comm K. Williams requested edits to the previous minutes to accurately reflect her presence/absence.

APPROVED: Unanimous

PUBLIC INPUT – None

II. CHIEF’S REPORT-attached.

Presentation: Tony Smith, MSO

- 2 students, Chris Easter and Mike Fox-Ramey in paramedic training, both are doing well.
- Steven Hansen was selected to enter the next paramedic training. Likelihood will be able to send him to Harborview.
- An ambulance is getting remounted and will be back in service in the next week or two.
- The current timeline for new ambulance orders is 520 days.
- Working on KPIs to be viewed annually.

III. PRESS & CORRESPONDENCE –

- a. Thank you note from an MVA patient.
- b. Article on Flames 50th Anniversary Celebration

IV. COMMITTEE REPORTS

- ICOM – Discussed how long it would take to implement dispatch criteria. Staff time and medical director time. Candidates for Operations Manager presented on QA QI so it’s being taken seriously. Reported on issue with our tower.
- Safety/Risk Management – Meeting June 8th, Helicopter demo that evening. L&I sponsored grant to be submitted prior to June 30th.
- Finance- Meet next week but right on track with budget.
- SNO-ISLE- Looking to reschedule.
- WFCA – Wrapped up legislative session. A detailed report will come out with all the legislative ideas prior to Chelan. Want feedback on how communication structure worked. Group of people who want to tackle hospital wait times. Low bed counts are a key issue. Discussion occurred surrounding the issues and creating a comprehensive list of issues.
- Levy- Paul Foster, chair for *Friends of Camano Island Fire & Rescue*, updated the board on the following:

- Finalizing registration of committee with state so that it can be established and won't have to be repeated in the future.
- Working to identify endorsers and donors as they reach out to groups.
- Starting to get donations coming in, getting set up to accept donations.
- Will update the board as needed.
- Draft Budget sent out for the needs. Fundraising goal will be set after that.
- 3 dates for Coffee with the Chief
- Levy class with Liz Loomis this summer
- 1 round of spokesperson training—more training needed.

• **Other-**

1. North Region EMS-Department of Health EMS survey-Comm P. Williams—briefed status update on topics and strategies.

V. OLD BUSINESS: None

VI. NEW BUSINESS – Via Zoom.

- A. Review and Approve Submittal of Annual Financial Report to State Auditor's Office
 - Linda Layton briefed: Report is with Springbrook (software co.) for review. Standard to what we have done every year. Leases must now be reported as debt service payments.

MOVED TO APPROVE Submittal of Annual Financial Report to State Auditor's Office
1st: Commissioner Trembl 2nd: Commissioner Yadon.

- B. 2023 Q1 Performance Metrics & Dashboard Review
 - Amy Martin briefed the service demand and performance metrics, Strategic Planning Dashboard updates, and an overview of the Insights, data visualization tool's progress and challenges.
- C. Staffing Update- Chief Yengoyan updated the following:
 - One Captain retiring; 1 Lt retiring.
 - One or two provisional hires needed.
Navigating sending people to academy prior to levy.
 - Short term is bolstering staffing.
 - Plan is to make captain placement permanent.
- D. Cadet Volunteer Approval

Robert Heib
Collin Vander Kooi
Scarlett McEwen
Bryan Roodzant

MOVED TO APPROVE Cadet Volunteers Heib, Kooi, McEwen, and Roodzant.
1st: Commissioner P. Williams 2nd: Commissioner K. Williams

E. Draft Resolution # 2023-04 Authorizing Property Tax Levy

- Chief Yengoyan: has run draft through legal. Edits requested from Commissioners.
Goal to have resolution at June Meeting for approval.

VII. Announcements

- ✓ Next Commissioner Workshop Monday, May 22nd, 2023, 4:30 PM, in-person/virtual
Admin Bldg. Topic: Board Goals
- ✓ Next Commissioner Regular Meeting Monday, June 12th, 2023, 4:30 PM, in-
person/virtual Admin Bldg.

There being no further business, Commissioner Yadon moved to adjourn the meeting (2nd by Commissioner P. Williams) at 5:43 PM.



Respectfully submitted,

Amy Martin
Fire Board Secretary