

## **Camano Island Fire and Rescue – Monthly Chief’s Report**

July 14, 2025



### **Presentations:**

Chad McCoy and Chris Easter, Special Rescue

### **Administrative Updates**

#### **Contract Negotiations**

We’ve made solid progress addressing concerns raised during our recent audit of shift trade practices. We’re currently working with the union on a financial proposal. Key areas of focus include:

- Sick leave buyout structure upon separation
- Post-retirement medical benefits
- Wage adjustments

We’ll be able to assess the full financial impact once we receive their proposal. Discussions so far have been respectful and solution-oriented.

#### **Assistant Chief Fields**

Chief Fields officially started this week and is off to a great start. He spent two days onboarding, connecting with team members, and getting set up in his new office. He’ll continue easing in over the next few weeks and begin full-time duties on August 4.

#### **Station 1-5 Remodel**

Our permit application is under review by Island County. We’re simultaneously collecting contractor quotes. While we had hoped to present bids today, we’ll need a short board meeting on July 23 to review and approve contractor selection. This parallel track should help us stay on schedule.

#### **EMS Levy Outreach**

Public engagement is going well. I’ve shared levy details with: Windermere Realtors, Madrona Water Association, Community Preparedness Group

All meetings were well received. Ballots and our information mailers should arrive this week. We’ll host open house Q&A sessions at:

- Station 3 – July 16
- Station 5 – July 23

#### **ACH Funding Update**

We haven’t received updated ACH funding news yet. However, we’ve met with representatives from Senator Murray and Representative Larsen’s offices about our HRSA grant. They’re providing a letter of support and have invited us to apply for FY2026 earmark appropriations next February.

#### **Brush Truck Bid**

I have included the Brush Truck Bid in this month’s action items. When we approached the company about the bid to approve the purchase, they advised that their recommendation was to lower the tank size and lengthen

it to reduce the center of gravity. This was added to the initial bid. However, the Company is Canadian, and we overlooked that the bid did not include tax. Their sales team has indicated that they are tariff exempt, but they are unable to confidently quote import duty and tax. The bid for \$29,749.37 is in US funds. I'm seeking approval for no more than \$40,000 to ensure we have ample room for tariffs, taxes, or importer fees, which is still well within the amount we earned in California on the rig deployment.

---

## **Personnel Updates**

### **New Hire: Tony Bacerra**

Tony joined us last week from Whidbey Health EMS. He's currently completing orientation and will start his preceptorship on A shift, with academy in September. Until then, he won't count toward minimum staffing due to training status, despite our and the union's efforts to accommodate this for August staffing.

### **Leave Status**

We have two personnel out:

- Maternity Leave – expected return September
- L&I Leave – also expected to return September

### **Recruitment & Staffing**

We're conducting second interviews next week to finalize a standing list for future Firefighter and FF/Paramedic openings. We're at our current staffing goal of 34 full-time FFs. If the EMS levy passes, we may reassign the MSO position to day shift, increasing to 35 full-time FFs.

---

## **Chief's Report – Information**

### **Policies for August Board Review**

Please review these draft policies, scheduled for August approval:

- Policy 1029 Personnel Records Electronic Signatures Policy (Runnels)
- Policy 212 Electronic Mail (Martin)
- Policy 708 Internet Technology (Martin)
- Policy 804 Subpoenas (Martin)
- Policy 806 Patient Medical Records Security & Privacy (Martin)
- Policy 1068 Release of HIPAA (Runnels & Martin)

### **HR Software Search**

Darci is evaluating options for HR software to improve personnel file management. We'll issue a Request for Proposals (RFP) in time for board review at the August meeting.

### **Medic One Foundation (MOF) Agreement**

Included in your packet is our MOF funding agreement. This partnership will help:

- Fund paramedic school

- Accept and manage community donations
- Support AED installations and other projects

#### **MOF EMS Event – July 26**

Craig and Cassandra will host a community information night about the EMS levy and MOF partnership. Invitations have gone out — please RSVP if you plan to attend.

#### **National Night Out – August 5**

Bronlea and Jason Berg are organizing this year's event at Terry's Corner. Thanks to the Chamber of Commerce for a \$500 donation toward event costs.

#### **Board Retreat Planning**

During New Business, we'll review your input for our August Board Retreat agenda. Topics under consideration:

- CARES Program Development
  - Station 1-5 Construction Project
  - Strategic Plan Review
  - EMS Levy Status
  - 2025 Capital Budget Priorities
- 

### **Operations & Training**

#### **Significant Incidents**

- Fourth of July was active but manageable
- Highland Dr. Bluff Fire: difficult terrain; now under DNR monitoring
- MVC Incident: Major collision impacted local infrastructure (power/TV/phone)

#### **Training**

**No significant updates this cycle.**

#### **Burn Ban Status**

An initial burn ban is in effect. Campfires in pits/rings are still allowed. A full ban is likely soon, depending on conditions.