



**CAMANO ISLAND FIRE & RESCUE**  
**Island County Fire District #1**  
**Board of Fire Commissioners Regular Meeting**  
**Monday, August 11th, 2025, at 4:30 PM, Admin Building**

**AGENDA**

This will be an in-person/virtual meeting for Board members and the public. Masks are recommended, but not mandatory.

Join Zoom Meeting

<https://us02web.zoom.us/j/87315610680?pwd=AdPA2cmqX6iFZAVlhF6KHg7I3JyIYIa.1>

Meeting ID: 873 1561 0680

Passcode: 382276

**I. Call Regular Commissioners Meeting to Order**

- A. Flag Salute
- B. Approve Agenda
- C. Consent Agenda

- 1. Minutes of July 14<sup>th</sup> Regular Meeting and July 28<sup>th</sup> Special Meeting
- 2.

<b>August 11th, 2025 Vouchers</b>	
7 EFTs	\$178,760.71
Payroll	\$300,443.59
Expense Vouchers	\$190,795.05
Capital Facilities Fund	\$5,182.00
<b>Totaling</b>	<b>\$675,181.35</b>

**II. Public Input- For Items Not on the Agenda**

### III. Chief's Report

A. Presentation-Facilities, Maintenance Manager, Jay Jacks

B. Information Only

1. Policies

- Policy 400 Fire inspections
- Policy 504 Patient Refusal of Pre-Hospital Care
- Policy 336 Safe Haven for newborns
- Finance Manager Job Description
- Policy 1001 HR Generalist Job Description

### IV. Press & Correspondence

### V. Committee Reports

A. ICOM

B. North Region EMS & Trauma Care Council

C. Facilities

D. Legislative

E. Quality

F. Finance/Budget

G. Employee Evaluation

H. Communications

I. SNO-ISLE / WFCA

J. Levy

K. Other

### VI. Unfinished Business- (*Request Public Input Prior to Motions*)

A. August 25th Board Workshop/Special Meeting Agenda Prep Draft

### VII. VIII New Business- (*Request Public Input Prior to Motion*)

A. 2025 Q2 Service & Demand Metrics (Amy Martin)

B. Policies

- 1029 Personnel Records Electronic Signatures Policy (Runnels)
- 212 Electronic Mail (Martin)
- 708 Internet Technology (Martin)
- 804 Subpoenas (Martin)
- 806 Patient Medical Records Security & Privacy (Martin)
- 1068 Release of HIPAA (Runnels & Martin)
- Policy 222 Solicitation of Funds

C. Steve Lich Memorial Planning

D. Thank you, Karen Hinton

VIII. Announcements:

Next Commissioner Meetings:

- ✓ **Commissioner Special Meeting Monday, August 25th, 2025, 8:00 AM-12:00 PM**, in-person  
Admin Bldg.
- ✓ **Commissioner Regular Meeting Monday, September 8th, 2025, 4:30 PM**, in-person/virtual  
Admin Bldg.