

**ISLAND COUNTY FIRE DISTRICT #1**  
**Camano Island Fire & Rescue (CIFR)**  
**COMMISSIONER'S MEETING**  
**January 14th, 2026**  
**4:30 PM**  
**MINUTES**

Pro Tem Chair Evans called the **Regular Fire Commissioners Meeting** to order at 4:30 p.m. Board Secretary Martin led us in the flag salute.

Those in attendance were:

**Commissioners**

Jerry Evans  
Maria Carlstrom  
Paul Foster via Zoom  
Paul Williams via Zoom

**Fire Department Staff**

Chief Jason Allen  
Amy Martin, Board Secretary  
Lisa Becht, Finance Manager  
Darci Runnels, HR Manager

**Public-** 0 members of the public in person,  
0 members via Zoom

Chair K. Williams was absent and excused due to personal business

**I. Agenda:**

**MOVED TO APPROVE the agenda**

**1st: Commissioner Carlstrom 2<sup>nd</sup> Commissioner Foster**

**Discussion: none**

**APPROVED: Unanimous**

**II. Consent Agenda**

1. Minutes of December 8th, Regular Meeting
- 2.

<b>January 14th, 2026 Vouchers</b>	
11 EFTs	\$227,991.63
Payroll	\$404,544.57
Expense Vouchers	\$437,492.57
Trust Fund	\$2,025.00
Capital Facilities Fund	\$6,687.33
<b>Totaling</b>	<b>\$1,078,741.10</b>

**MOVED TO APPROVE the consent agenda with an update to December 8<sup>th</sup>, 2025 minutes to change the date on the next January meeting to 2026**

**1st: Commissioner Carlstrom 2<sup>nd</sup>: Commissioner Foster**

Discussion: none

APPROVED: Unanimous

II. Selection of 2026 Board Chair

A. Call for nominations for Chair to serve during the ensuing year.

**MOVED TO NOMINATE Kim Williams as 2026 Board Chair**

**1st: Commissioner Carlstrom 2nd: Commissioner Foster**

**MOVED to NOMINATE Comm Paul Foster as 2026 Board Chair**

**1st: Commissioner Williams 2nd: Commissioner Evans**

B. Election of a Chair

**Vote called for Kim Williams to be elected as Board Chair for 2026**

**Comm Kim Williams APPROVED: unanimously as Board Chair for 2026**

C. Assumption of office by the new Chair

As the Chair is absent, the Pro Tem Chair remained.

III. Selection of 2026 Board Vice Chair

A. Call for nominations for Vice Chairperson to serve during the ensuing year

**MOVED TO NOMINATE Paul Foster as Vice Chair for 2026**

**1st: Commissioner P. Williams 2nd: Commissioner Carlstrom**

B. Election of a Vice Chair

**Vote called for Paul Foster to be elected as Vice Chair for 2026**

**Comm Paul foster APPROVED: unanimously as Board Chair for 2026**

C. Assumption of office by the new Chairperson.

III. Public Input -For Items Not on the Agenda- none

IV. Chief's Report -attached

Discussion of:

- Balance of shifts with the new captain
- WSRB rating purpose

## V. Press & Correspondence

- Santa visits Camano Island neighborhoods for annual food drive \_ News \_ goskagit.com.pdf
- Year in Review\_ Stanwood-Camano fire agencies welcomed new chiefs in 2025 \_ SC News\_goskagit.com.pdf

## VI. Committee Reports

- a. ICOM- upcoming meeting on January 20<sup>th</sup>.
- b. North Region EMS & Trauma Care Council- Hired new executive director; Skagit Valley College is going to have a new EMT class.
- c. Facilities- no update
- d. Legislative-no update
- e. Quality-meet at the end of January
- f. Finance/Budget -meet Feb 3<sup>rd</sup>.
- g. Employee Evaluation-no update
- h. Communications-Meeting coming up
- i. SNO-ISLE / WFCA-no update; installation banquet on the 24<sup>th</sup>, deadline on the 20<sup>th</sup> to sign up.
- j. Other-none

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

- a. Carletti Architect update  
Chief Allen updated. Contract in work with legal and Carletti. Will clarify billing/payment process.
- b. Station 1-5 Septic Issues  
Chief Allen updated. No quote received yet. Crews are living in the facility. Will have a bill for tank pumping. Plan to have something from the county and the designer next week.

## IV. New Business

1. Volunteer Classification and Requirements  
Removing until next month. Will bring back to the Board
2. Harassment and Discrimination Policy  
MOVED TO APPROVE Harassment and Discrimination Policy  
  
1st: Commissioner Foster 2nd: Commissioner Carlstrom  
Discussion: none  
APPROVED: Unanimous
3. 1049 Pregnancy Accommodations  
MOVED TO APPROVE Policy 1049 Pregnancy Accommodations

**1st: Commissioner Foster 2nd: Commissioner Carlstrom**

**Discussion: none**

**APPROVED: Unanimous**

4. Paid Family Medical Leave Policy

**MOVED TO APPROVE Paid Family Medical Leave Policy for immediate adoption of the policy, which is in the best interest of the District**

**1st: Commissioner Carlstrom 2nd: Commissioner P. Williams**

**Discussion:** Chief Allen briefed that it's an update in WA State Law triggered the policy update, so no need to put out for a 30-day review. Requesting policy update.

**APPROVED: Unanimous**

#### IV. Announcements

- ✓ Next Commissioner Regular Meeting Wednesday, **February 11th, 2026, 4:30 PM**, in-person/virtual Admin Building

**There being no further business, Comm P. Williams moved to adjourn the meeting at 4:57 PM.**

Respectfully submitted,



Amy Martin  
Fire Board Secretary