

**ISLAND COUNTY FIRE DISTRICT #1**  
Camano Island Fire & Rescue (CIFR)  
COMMISSIONER'S MEETING  
March 11th, 2026  
4:30 PM  
**MINUTES**

Chair K. Williams called the **Regular Fire Commissioners Meeting** to order at 4:30 p.m.  
Commissioner Foster led us in the flag salute.

Those in attendance were:

**Commissioner**

Kim Williams  
Jerry Evans via phone  
Maria Carlstrom  
Paul Foster

**Fire Department Staff**

Chief Jason Allen  
Amy Martin, Board Secretary  
Lisa Beckt, Finance Manager

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

Paul Williams was absent and excused due to personal reasons.

**I. Agenda:**

**MOVED TO APPROVE the agenda**

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

**Discussion: none**

**APPROVED: Unanimous**

**II. Consent Agenda**

- A. Minutes of February 11th, 2026, Regular Meeting
- B. Minutes of February 25<sup>th</sup> Special Meeting
- C.

<b>March 11th, 2026 Vouchers</b>	
8 EFTs	\$220,938.99
Payroll	\$368,217.10
Expense Vouchers	\$236,553.63
Capital Facilities Fund	\$10,490.16
<b>Totaling</b>	<b>\$836,199.88</b>

**MOVED TO APPROVE the consent agenda with corrections to the minutes**

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

**Discussion: Edits to minutes for date typos.**

**APPROVED: Unanimous**

II. Public Input for Items Not on the Agenda- none

III. Chief's Report

A. Information Only

- Communications update, presented by PIO, Bronlea Mishler.
  1. Updates on statistics regarding website visits, social media performance, and upcoming programs. Discussion regarding levy cycles and public concerns. The Cares Program is being promoted via social media.
- Q4 Financial Update – presented by Finance Manager, Lisa Beckt  
Discussion of ambulance transport revenue, overtime, and budget calendar overview. Budget Overview posted on the website.
- Policies
  1. 1060 Badges
  2. 1035 Firefighter/Paramedic Job Description
  3. 302 Incident Response Guideline
  4. 712 Knox-Box Access
  5. 901 Post Fire Incident Decontamination
  6. 512 Video Laryngoscopy and LifePak Voice Recording
  7. 1086 Driver license requirements
- Board direction regarding job descriptions should be considered FYI except for Board Secretary and Chief as opposed to needing to approve them.

II. Press & Correspondence-None

IV. Committee Reports

- A. ICOM- meeting tomorrow and next Monday
- B. North Region EMS & Trauma Care Council- no report
- C. Quality-have not met
- D. Finance/Budget-none
- E. Employee Evaluation-executive session today
- F. Communications-no report

- G. SNO-ISLE / WFCA-no report
- H. Scholarship-will be reviewing applicants in the next month.
- I. Other-none

A. Unfinished Business- (*Request Public Input Prior to Motions*)  
 a. Policies (2<sup>nd</sup> Round):

1. 1028 Personnel Complaints
2. 1036 Personnel Records
3. 1014 Volunteer Classification and Requirements
4. 1066 Medical Accommodations
5. 1065 Work-Related Transitional Duty
6. 1034 PT Firefighter Job Description
7. 1033 Career Firefighter Job Description,
8. 1037 Medical Services Officer (MSO) Job Description
9. 1069 Board Secretary Job Description

**MOVED TO APPROVE Policies 1028, 1036, 1014, 1066, 1065, 1069**

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

**Discussion: Chief Allen briefed. Commissioners indicated Policies 1034, 1033, 1037 are for information only and don't need approval from the Board**

**APPROVED: Unanimous**

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

A. Senator Murray's FY27 Congressionally Directed Spending Request

Discussion:

- Chief Allen delivered a comprehensive overview regarding the opportunity to apply for inclusion on the spending request priority list and as a rider within legislative bills. Funding could be justified to support Station 5, particularly given the island's rural context and disaster response requirements.
- Ten percent of the facility is allocated for a training or community resource room, which may be considered in funding proposals. A \$1.2 million request has been submitted to cover design fees, initial construction expenses, and planning phase costs.
- The group evaluated the potential benefits of submitting multiple applications, such as those available through CARES, to increase the likelihood of securing funding.
- The Board directed that applications be prepared for both Station 5 and CARES. Additionally, the possibility of pursuing a levy to establish a dedicated revenue source for CARES was discussed to support its long-term financial sustainability.

- Another strategy considered involves initially funding positions directly, with subsequent reimbursement sought through grant programs.
- There was also discussion of options for a care model. A shared approach to service delivery was suggested to optimize program costs, with responsibilities delegated as appropriate across the system.

VI. Executive Session to discuss the performance of a public employee per [RCW 42.30.110](#)

- The Board recessed at 5:46 p.m. and went into Executive Session at 5:50 to discuss the performance of a public employee per [RCW 42.30.110 \(g\)](#)
- It was expected to last until 6:10 p.m.

At 6:10 p.m., the Board Chair extended the executive session until 6:18.

At 6:18, the Board came out of Executive Session and immediately returned to Regular Session.

**MOVED TO APPROVE Chief Alen Contract Changes as Discussed in Executive Session.**

**1st: Commissioner Foster 2nd: Commissioner Evan**  
**Discussion: none**

**APPROVED: Unanimous**

VII. Announcements

- ✓ **Commissioner Regular Meeting Wednesday, April 8th, 2026, 4:30 PM, in-person/virtual Admin Bldg.**

**There being no further business, Comm Evans moved to adjourn the meeting at 6:20 PM.**

Respectfully submitted,



Amy Martin  
Fire Board Secretary