CAMANO ISLAND FIRE & RESCUE
Island County Fire District #1
Board of Fire Commissioners Regular Meeting
Wednesday, June 10th, 2026, at 4:30 PM

Location: Admin Building (in-person/virtual)
Virtual: Zoom (link/Meeting ID/Passcode as published on agenda)

MINUTES

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1) Call to Order / Flag Salute

Chair Kim Williams called the Regular Fire Commissioners Meeting to order at 4:30 PM. Commissioner P. Williams led the flag salute.

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2) Roll Call / Attendance

Those in attendance were:

Commissioners:
Kim Williams (Chair) [x] in person [ ] Zoom/phone
Jerry Evans [x] in person [ ] Zoom/phone
Maria Carlstrom [x] in person [ ] Zoom/phone
Paul Foster [x] in person [ ] Zoom/phone
Paul Williams [x] in person [ ] Zoom/phone

Fire Department Staff:
Chief Jason Allen [x] in person [ ] Zoom
Asst Chief Aaron Fields [x] in person [ ] Zoom
BC Dana Larkin [x] in person [ ] Zoom
Lisa Beckt, Finance Manager [x] in person [ ] Zoom
Brandi Mauck, MSO [x] in person [ ] Zoom
Linda Thayer, Fire Admin Support Specialist [x] in person [ ] Zoom
Amy Martin, Board Secretary [x] in person [ ] Zoom
Bronlea Mishler, PIO [x] in person [ ] Zoom

Jay Jacks, Maintenance Manager [x] in person [ ] Zoom
Sean Vierling, Mechanic [x] in person [ ] Zoom

Public: _15 in person / 0 via Zoom

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3) Approve Agenda

MOVED TO APPROVE the agenda as presented.
1st: Commissioner Foster
2nd: Commissioner Evans

Discussion: None

APPROVED: [x] Unanimous / [ ] Vote

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4) Consent Agenda

- Minutes of May 13, 2026, Regular Meeting
- June 10, 2026 Vouchers:
    - 8 EFTs: $207,118.09
    - Payroll: $318,116.99
    - Expense Vouchers: $269,343.61
    - Capital Fund: $8,155.22
    - Capital Facilities Fund: $11,100.68
    - **Total:** $813,834.59

MOVED TO APPROVE the consent agenda as presented.
1st: Commissioner P. Foster
2nd: Commissioner P. Williams

Discussion: None

APPROVED: [x] Unanimous / [ ] Vote

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5) Public Input – For Items Not on the Agenda

☐ Kathleen Duclos- President of Mabana Flames. Wants to thank retirees for their service. In particular, Josh Wikstrom was thanked for his help with the Flames' events.

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6) Chief’s Report

A. Employee Recognition

Chief Jason Allen recognized the following individuals for their service and contributions to Camano Island Fire & Rescue:

- Linda Thayer
- Will Webb
- Josh Wickstrom

B. Presentation

EMS Update – Brandi Mauck, MSO

Brandi Mauck provided an update on EMS operations, including program performance, system coordination, and current priorities.

Brandi Mauck provided a year-in-review EMS update, noting her move to a Monday–Thursday position while remaining available to crews as needed. She highlighted partnership with the Medic One Foundation, including a $25,000 fundraiser for an adult simulation manikin, increased use of the Lucas device, standardized ALS and BLS kits across rigs, pediatric equipment supported through grant funding, ongoing QA/QI improvements, implementation of code stat reviews, after-action reviews following critical incidents, monthly ALS/BLS training, and the successful precepting and clearance of four medics for solo work.

Discussion: The discussion focused on the ongoing shortage of lateral paramedic hires, noting that medics are being recruited away by other agencies and that Camano needs to consider how to attract and retain strong candidates through competitive pay and support. The group also discussed the broader industry-wide shortage of paramedic training opportunities, including the lack of a medic school in Snohomish County.

The Board requested to add the topic to the August retreat meeting to explore options.

Discussion of FF Mental Health and Wellness. Julie Boyer conducted an intro to wellness and peer support with firefighters. There are plans to increase involvement and bring in chaplains and support services. CPR classes are also expected to resume this summer.

C. Information Only

Procedures (No Board Approval Needed):

- Policy 1052 – Smoking and Tobacco Use

Policies Reviewed (No Changes):

- Policy 108 – Delegation of Authority

Policies – 1st Round FYI (30-Day Review):

- Policy 201 – Annual Budget Preparation

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7) Press & Correspondence

- **Sky Lanterns Article** – SC News (Stanwood Camano News)
- **Missing 8-Year-Old Found Article** – SC News (Stanwood Camano News)
- **Missing 8-Year-Old Found Article** – K5 News

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8) Committee Reports

ICOM: Meeting next Wednesday. Working to hire an HR consultant.

North Region EMS & Trauma Care Council: Attended pre-hospital committee. Working on a strategic plan. Monitor underserved areas. Trauma council meets tomorrow.

Quality: No report.

Finance/Budget: No Report

Employee Evaluation: No report.

Communications: Meeting next month.

SNO-ISLE / WFCA: Commissioners provided feedback on the WFCA Seminar in Chelan.

- **Commissioner Foster** noted the value of the Nick Lacy Foundation model as a way to connect department needs with community needs. He also highlighted the importance of organizational alignment among the Board, staff, and the community, and appreciated the Board's collaborative culture.
- **Commissioner P. Williams** focused on Liz Loomis' presentation, emphasizing the need to begin planning early for a levy lid lift, including newsletters and public education on funding. He also highlighted leadership, succession planning, and internal development.
- **Commissioner Evans** emphasized the importance of succession planning and continued professional development.
- **Commissioner Carlstrom** stressed that public trust is built every day through service, noting that levies are won through daily actions and calls rather than just at the ballot box. She also emphasized honest financial messaging and maintaining a strong Board presence.
- **Commissioner K. Williams** focused on organizational culture, safety, and employee satisfaction, including whether staff feel comfortable reporting mistakes. She suggested exploring a mechanism, potentially through HR, to gather feedback through a culture or safety survey

- Will look at HILT academy to see if they have some recommendations. Need some admin work with that for culture. Come up with some kind of survey. August retreat discussion around culture and survey and align with retention.

Other: None.

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9) Unfinished Business (Request Public Input Prior to Motions)

A. Policies Requiring Board Approval:

- Policy 109 – Cash Receipting
- Policy 115 – Electronic Funds Transfer

The Board discussed Policy 109 and requested that the reference to "Heritage Bank" be changed to a more general reference to "Bank." The policy will be brought back for further review next month.

<u>MOVED TO APPROVE Policy 115 Electronic Funds Transfer as presented</u>.
1st: Commissioner P. Foster
2nd: Commissioner Carlstrom

Discussion: Policy 115: Banking Fraud paragraph. Electronic funds transfer par 115.5: if fraud is found must be reported to the finance manager OR Fire Chief. Decided the language is appropriate.

APPROVED: [x] Unanimous / [ ] Vote

B. **Berk Consulting Committee: The Board discussed whether a commissioner or staff member should serve on the Berk Consulting Committee. The item will be handled as a workshop-style process, with periodic check-ins with the Board at special meetings, and will return for further discussion at the July meeting.**

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10) New Business (Request Public Input Prior to Motions)

A. **Island County Hazard Mitigation Plan – Risk Assessment Presentation:** Bronlea Mishler presented an overview of the Island County Hazard Mitigation Plan risk assessment process, including the calculated priority risk index and the need for updates approximately every five years. Severe weather, king tides, landslides, and tsunami risks were discussed, with steep slopes identified as impacting the highest percentage of the population.

B.

2026 Q1 Service and Performance Metrics
Amy Martin, Data Analyst, presented the 2026 Q1 service and performance metrics, including key service data and performance indicators for the district.

AP322 Remount

Discussion was held regarding the scope, timing, and need for the AP322 remount project.

<u>MOVED TO APPROVE the AP322 Remount not to exceed $214,400</u>
1st: Commissioner Carlstrom
2nd: Commissioner P Williams

Discussion: The Board discussed the operational need and lifecycle replacement for the AP322 remount project, including the need to approve the remount process to secure scheduling. Moving forward contracts proposals will include a cover sheet with a cost breakdown.

APPROVED: [ ]Unanimous / [x] Vote

Opposed: P. Foster

Approved: K. Williams, Carlstrom, Evans, P. Williams

Station 3 Paving Project

Staff provided an overview of the Station 3 paving project.

<u>MOVED TO APPROVE the Station 3 Paving Project Not to exceed $71450 + tax</u>
1st: Commissioner P. Williams
2nd: Commissioner Evans

Discussion: The bid included the incorrect year. Will amend the contract with an acceptance date.

APPROVED: [x] Unanimous / [ ] Vote

Stryker Lease

Discussion was held regarding leasing options for Stryker equipment for 5 annual payments of $1675.

<u>MOVED TO APPROVE the Stryker Lease as presented</u>
1st: Commissioner P. Williams
2nd: Commissioner Evans

Discussion: The board discussed equipment needs and the cost structure over the equipment's lifespan. Request to include a cover sheet in future proposals.

APPROVED: [x] Unanimous / [ ] Vote

August Board Retreat and Topics—August 26th. At least 6 hours. 9:30-4 with lunch.

The Board discussed potential retreat topics and planning considerations to include:

- Chief and Commissioner goals
- Strategic Plan update, including current progress, whether a focused refresh is needed, and planning for the final year of the current plan in 2027
- Long-range planning, including facilities planning and Berk Consulting workshop follow-up, check-ins, and expectations
- Financial strategy, including levy lid lift planning and related public education efforts
- Culture survey and organizational culture discussion
- Medic school and paramedic recruitment/retention options
- Succession planning
- CARES Program metrics

We'll get a draft agenda for the July meeting. Comm Carlstrom will Zoom for July

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11) Announcements

The next Regular Commissioners Meeting is scheduled for:
Wednesday, July 8th, 2026, at 4:30 PM (in-person/virtual, Admin Building)

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12) Adjournment

Comm Carlstrom Moved to adjourn the meeting.

Meeting adjourned at 6: 44 p.m.

Respectfully submitted,

Amy Martin

Amy Martin

Fire Board Secretary