ISLAND COUNTY FIRE DISTRICT #1
Camano Island Fire & Rescue (CIFR)
COMMISSIONER'S MEETING
May 12th, 2025
4:30 PM
MINUTES

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

Those in attendance were:

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

Fire Department Staff
Chief Jason Allen
Amy Martin, Board Secretary
Lisa Beckt, Finance Manager
V. President (BC) Larkin, Local 3830

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

I. Agenda

MOVED TO APPROVE the agenda
1st: Commissioner Foster. 2nd Commissioner Carlstrom
Discussion: none
APPROVED: Unanimous

II. Consent Agenda

1. Minutes of April 14th Regular Meeting
2.

May 12th, 2025 Vouchers	
9 EFTs	$233,053.50
Payroll	$391,700.08
Expense Vouchers	$234,023.60
Trust Fund	$8,850.00
Capital Facilities Fund	$7,941.15
Totaling	**$875,568.33**

MOVED TO APPROVE the consent agenda
1st: Commissioner Foster 2nd: Commissioner .Evans
Discussion: none
APPROVED: Unanimous

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

IV. Chief Report -attached.

Discussion surrounding Mobile Integrated Health (MIH) program. May bring in CARES Team to present again.

Presentation: V. President (BC) Larkin, Local 3830

- Presented on current Union priorities
- Levy support, Levy Committee
- Local events focus- soap box derby

V. Press & Correspondence

- 1 Article for Camano Fire EMS Levy and 1 for 911 Levy and Commentary by Ret A/C Helgeland in support of the 911 Levy.

VI. Committee Reports

A. ICOM: Item on ballot passed. Pushing for a Strategic Plan
B. North Region EMS & Trauma Care Council- general meeting this month.
C. Facilities: Awaiting final approval of the variance for the well.
D. Legislative- nothing.
E. Quality- meet in July.
F. Finance/Budget: meeting May 21st.
G. Employee Evaluation- 90-day plan will be reviewed in the June meeting via executive session.
H. Communications-hasn't met, nothing scheduled. Need to set up a quarterly meeting.
I. SNO-ISLE / WFCA-met first part of May, DNR presentation. CIFR will host a meeting at the Admin. September 4th. 7 PM.
J. Levy - Good attendance, getting signs up. Meeting twice a month.
K. Scholarship-Met April 17, selection for SCAF 6 total (4 at 2K, 2 at 1.5K), will be awarded May 27th.
L. Other-none

VII. Unfinished Business

Asbestos Abatement at Station 1-5

MOVED TO Approve Environmental Abatement Services, $15, 371 for asbestos removal services.

1st: Commissioner Foster 2nd: Commissioner Carlstrom

Discussion: Chief Allen briefed the need to authorize a different bid than was approved in the previous board meeting.

APPROVED: Unanimous

IV. New Business

A. 2024 Financial Annual Report Draft- Lisa Beckt, Finance Manager, presented.

There was a discussion over whether to post the final version on the CIFR website. Suffice that it's posted on the state auditor website.

B. 2025 Q1 Service & Performance Metrics- Amy Martin, Data Analyst, briefed

A discussion ensued regarding a deeper analysis of metrics to identify what drives increases in transports and fluctuations in response times, turnout times, overlapping calls, and response zones.

C. Station 5 Remodel Plan

Chief Allen briefed that he's assessing options. If the remodel is expected to exceed $ 75,000, we will need to obtain three quotes. Public communications will go out on social media. The architect currently estimates the cost at about $500 per square foot (the building is under 1,000 square feet).

D. Rental of Station 1-5

Chief Allen and the Commissioners discussed options surrounding the remodel plans and accommodating station rentals for the public. With the remodel and occupancy in mind, consider not renting the facility to all public groups and explore alternative locations. Will assess who has reservations and make operational decisions.

E. Brush Truck Skid Unit Purchase

MOVED TO Approve the brush truck skid unit purchase not to exceed 30K

1st: Commissioners Foster 2nd: Commissioner Evans

Discussion: Chief Allen briefed on the need for the brush truck skid unit. Utilizing the CA deployment funds, we will upgrade the rig so that we have one available when we send one out on deployment.
APPROVED: Unanimous

F. Addendum to Contract for Medical Program Director
Chief Allen briefed for informational purposes only. No Board action needed.

G. Pacific Northwest Support Services Contract Renewal 10K
MOVED TO Approve the Pacific Northwest Support Services Contract Renewal
1st: Commissioner Foster 2nd: Commissioner Evans
Discussion: Chief Allen briefed the contract details and discussed the need for services and their benefits to the community.
APPROVED: Unanimous

H. Part-time Contract with Levon Yengoyan

MOVED TO approve the Contract with Levon Yengoyan
1st: Commissioner Evans 2nd: Commissioner Foster
Discussion: Levon Yengoyan would serve as the incident response manager, bringing financial resources to the department. Additionally, he could be utilized as a project manager in the Station 5 remodel, providing CIFR budget assistance or supporting GIS work, among other tasks.
APPROVED: Unanimous

I. EXECUTIVE SESSION - The Board recessed at 6:04 PM and went into Executive Session at 6:05 to discuss the performance of a public employee per RCW 42.30.110 (g)

It was expected to last until 6:10 PM

At 6:10 PM, the Board exited the Executive Session and immediately returned to the Regular Session, with no action taken.

VIII. Announcements

Next Commissioner Meetings:

- ✓ **Commissioner Regular Meeting Monday, June 9th, 2025, 4:30 PM**, in-person/virtual Admin Bldg.

There being no further business, Comm Foster moved to adjourn the meeting at 6:10 PM. Comm Carlstrom 2nded.

Respectfully submitted,

Amy Martin

Amy Martin
Fire Board Secretary