

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue  
REGULAR COMMISSIONER'S MEETING  
Vista/Madrona Fire Station  
May 27, 2014

Chairman Lich called the regular Commissioner's meeting to order at 7:00 p.m. Those in attendance were Paul Williams, Don Timmerman, Stephen Lich, Erik Shouse, Pat Metz, Mike Ganz, Levon Yengoyan, Craig Helgeland, Ellen Hiatt and Darla Tiner. There was one Crew and one guest present.

The flag salute was led by Ellen Hiatt, Communication Consultant.

**Commissioner Metz moved to approve the agenda as amended. Commissioner Timmerman seconded; motion carried by unanimous vote.**

## **CONSENT AGENDA –**

1. Minutes of May 12, 2014, Regular Meeting,
2. Approval of Vouchers: 2 EFT's for \$66,796.47, Payroll EFT for \$152,598.43, Expense Vouchers #141487-141522 for \$132,295.58, Medical Voucher #141523 for \$20,085.38, Trust Fund Voucher #141486 for \$1,275.00, all totaling \$373,050.86.

**Commissioner Williams moved to approve the Consent Agenda items 1 and 2 as presented. Commissioner Metz seconded; motion carried by unanimous vote.**

**CHIEF'S REPORT** – Chief Ganz presented his report. Asst. Chief Yengoyan and Communication Consultant Hiatt will draft a letter of clarification to the local paper regarding recent article about the District's strategic planning.

Chief also reported that Finance Manager Layton is working on re-negotiating phone contract with Frontier and copier contract with Oasys with possible financial savings.

**Commissioner Metz moved to authorize Chief Ganz to proceed with renegotiation of Frontier phone contract for three years at an approximate savings of \$500 a month, pending attorney review. Commissioner Williams seconded; motion carried by unanimous vote.**

**CORRESPONDENCE** – Article in local paper regarding house fire. Chairman Lich mentioned thank you letter in local paper regarding Hope Unlimited and SCIS's response to the Oso Mud Slide from Board Secretary Tiner.

**PUBLIC INPUT** – None

## **UNFINISHED BUSINESS –**

Resolution 2014-04 – Per Diem Rates –

**Commissioner Metz moved to approve Resolution 2014-04 – Per Diem Rates. Commissioner Shouse seconded; motion carried by unanimous vote.**

Policy 200 Rewrite – Commissioners Shouse & Williams presented a rewrite of Policy F200.5 regarding chain of command. It will be sent out for a 30 day review.

Citizen Request for Chief's Report – Citizen requested Chief's report be an addendum to meeting minutes. It was the consensus of the Board to have the Chief's report posted with the meeting minutes on the District's website.

**NEW BUSINESS -**

Healthcare Plan Amendments – Discussion held.

**Commissioner Williams moved to approve Healthcare Plan Amendments #7, #8 & #9 as presented. Commissioner Metz seconded; motion carried by unanimous vote.**

**WORKSHOP** – Communications - Ellen Hiatt/Communications Consultant – Ms. Hiatt gave a Powerpoint presentation on communications and the Fire District. She showed what had been done in 2013 communications-wise and what the goals are for 2014.

Transparency discussion:

- Open Dialogue between Board, Staff, Line Personnel and Public.
- Information easily available, i.e.: budget.
- Quick response to public requests.
- Public education regarding the District's Mission, services, etc.
- Participation in community events.

Challenges:

- Our medical side of the business – convey EMS work to the public.
- Monetary giving and receiving – what we do with District's funds and what limitations we have. Budget vs. Revenue (Fire & EMS) and services provided.

Commissioner Timmerman suggested having the Chief's report as a separate item on the District's website.

**Communications Table**

# of Votes		Open Dialogue	Information Available	Responsive	Education
1	Website		X		X
1	Press Releases		X		X
2	Chief's Report	X	X		
	House Bill		X		
3	Budget Report (simplified)		X		X
1	Newsletters	X	X		X
6	Events	X		X	X
2	Social Media	X	X	X	X
1	Direct Communication	X	X	X	X
3	Groups (water, home owners assoc, etc.)	X	X	X	X

Asst. Chief Yengoyan and Comm. Consultant Hiatt will put table information into a 3-5 year strategic plan and assign dates, then will bring back to the Board.

**PUBLIC INPUT** – None

**ANNOUNCEMENTS**

Next Commissioner Meeting Tuesday, June 10, 2014, at the Administration office.

Next SNO-ISLE meeting Thursday, June 5, 2014, Marysville Fire.

Asst. Chief Helgeland awarded the District's SCAF Scholarship to Kara Shelley tonight.

There being no further business, the meeting adjourned at 9:16 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary