

**CAMANO ISLAND FIRE AND RESCUE
ISLAND COUNTY FIRE PROTECTION DISTRICT NO 1
BOARD OF FIRE COMMISSIONERS SPECIAL MEETING**

October 5, 2013

Vice Chairman Stephen Lich called the meeting to order at 9:05 a.m. Location of the meeting was the Vista/Madrona Fire Station, Camano Island. Others in attendance were: Commissioners Murray and Timmerman, Chief Ganz, Assistant Chief Helgeland, Assistant Chief Yengoyan, Finance Manager Layton and Board Secretary Tiner. Chairman Metz attended via SKYPE. Commissioner Hamel was excused due to personal travel. There were five guests present.

The flag salute was led by Vice Chairman Lich.

Agenda Items: ESCI Feasibility Study Overview and Budget Workshop

ESCI –

Don Bivins of ESCI gave an overview of the Opportunities for Collaborative Efforts Feasibility Study. He praised the District for their positive fiscal management. The Study showed the District's finances in the black through 2018. He showed that the District's service response for OTHER types of incidents (excludes EMS and fire) at 23.9% of call types in 2012 is an opportunity to educate the public of other services available to them. The Study's conclusion as to the possibility of an RFA between the District and North County Regional Fire Authority is that it is not financially feasible at this time. The Study did suggest the feasibility of combining portions of Operations, i.e.; training, volunteer and part-paid employees, shop maintenance, peak activity units.

Public Input –

Citizen Carolyn Klein asked Mr. Bivins if Camano Island Fire and Rescue (CIFR) could have their own Peak Activity Unit. He explained that, yes, we could, but we would handle the cost alone.

Citizen Erik Shouse asked Mr. Bivins if the District's 11.5% Overall Average Response Time is a decent time. Mr. Bivins answered that 12% is considered average. Mr. Shouse also had questions regarding the Travel Time Map. Mr. Bivins explained.

Citizen Barbara Garnett asked Mr. Bivins if the District's Admin. staff level to Line ratio looked heavy. He replied that 15% Admin. to Line ratio was average.

The meeting recessed at 11:00 a.m. and reconvened at 11:05 a.m.

Budget Workshop –

Capital, Apparatus & Facilities – Chief Ganz presented a list of Facility needs. It was the consensus of the Board to pursue the following in the budget process:

- Fire Shop Siding Repair - \$8,000
- Sta. 1-5 Upgrades - \$15,000
- Lifepak Replacement - \$40,000
- Hose Replacement - \$20,000
- Sta. 1-1 Insulation - \$4,000
- Rental House Repairs - \$30,000

It was also the consensus of the Board to wait until the end of this year to see where the District is at financially before making any other Capital decisions. They want to let the Reserves grow more, then look at Capital needs in 2014. Chairman Metz congratulated Assistant Chief Helgeland for his success with securing Grants for the District. Discussion held regarding the Shop remodel. It was decided to keep it on the table. Discussion regarding a second part paid employee for 2014 to be addressed later. Apparatus replacement strategy consideration – to replace one tender. The Board discussed moving forward with surplusing the 1989 Darley Engine and the 1996 APEX Rescue boat.

The meeting recessed for lunch at 12:20 p.m. and reconvened at 12:50 p.m.

Operations –

Staffing and Response – Chief Ganz presented current staffing levels and noted that the Career firefighter minimum staffing level of five per day has not changed since 1999. Reports show that there has been minimal change in Mutual Aid responses/ transports since the District's employee reduction in June of 2013. Reports also show Volunteer employee response to significant call incidents is over 56%. Chairman Metz congratulated Staff for building up the Volunteer ranks. Assistant Chief Yengoyan congratulated Battalion Chiefs Pappas and Waite for their work in this area. Chief Ganz thanked citizens, like Barbara Garnett, for the Volunteer hiring signs around the Island, and her efforts in volunteer recruitment.

Strategic Direction -

Discussion held. The difference in the projected AV drops (less than predicted) helped to balance the District's budget; albeit, CBA negotiations are on-going. There will be no drastic Operational changes for 2014. Discussion held regarding writing the Strategic Plan in-house vs. hiring ESCI to do it, as they already have the basis for it from doing the feasibility study. There would be a cost to that. It was the consensus of the Board to put a place holder in the budget to contract out portions of the Strategic Planning, then have Staff complete the rest. Chairman Metz suggested obtaining copies of other fire district's strategic plans to assist in planning ours. Once the budget is complete, will set a workshop date to discuss the Strategic Plan, and also to discuss the recommendations presented by the ESCI Feasibility study.

Public Input -

Citizen Barbara Garnett had questions regarding return of firefighters on disability and also the current overtime % rate for the Union. She also suggested a mentoring program between the Career and Volunteer employees.

Chief Ganz thanked all the Staff for their assistance in setting up this Budget Workshop.

There being no further business, the meeting adjourned at 3:26 p.m.

Respectfully submitted,

Darla Tiner,
Board Secretary