

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONER'S MEETING  
Administration Office  
March 28, 2016

Chairman Williams called the Board for Volunteer Firefighters meeting to order at 6:48 p.m. Those in attendance were Paul Williams, Stephen Lich, Lt. Bryce Fazekas, Michael Schick and Darla Tiner.

There was one medical voucher to be approved.

**Chief Schick moved to approve payment of the medical voucher as presented. Chairman Williams seconded; motion carried by unanimous vote.**

There being no further business, the meeting was adjourned at 6:49 p.m.

Chairman Williams called the regular Commissioner's meeting to order at 7:00 p.m. Those in attendance were Janice Trembl, Paul Williams, Erik Shouse, Stephen Lich, Michael Schick, Craig Helgeland, Levon Yengoyan and Darla Tiner. Commissioner Metz was excused due to personal travel.

The flag salute was led by Chief Schick.

**Commissioner Lich moved to approve the agenda as presented. Commissioner Shouse seconded; motion carried by unanimous vote.**

## **CONSENT AGENDA –**

1. Minutes of March 14, 2016, Regular Meeting
2. Approval of Vouchers: 2 EFT's for \$75,261.44, Payroll EFT for \$165,123.84, Expense Vouchers #160274-160317 for \$73,650.85, Medical Voucher #160273 for \$12,708.68, all totaling \$326,744.81

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

**CHIEF'S REPORT** – Chief Schick gave his report.

**CORRESPONDENCE** – One citizen thank you

**PUBLIC INPUT** – None

**MEMBER INPUT** – None

## **COMMITTEE REPORTS –**

**ICOM** – Staffing is at their lowest level ever

**Safety** – Next meeting April 14<sup>th</sup>

**Scholarship** – Board Secretary Tiner reported that the Halli Trust Fund donated \$2,000 to the District's Scholarship program. Commissioner Trembl suggested that scholarship availability information be placed in the District's recruitment packages.

**Policy Review** – Chief Schick posed a review process for the Board to approve all Standard Operating Procedures (SOP's). The Board agreed to a four year review of all SOP's. The Chief will bring SOP's to the 2<sup>nd</sup> meeting of each month and will ask the Board to submit their comments, via email or in person, to the Chief before the 2<sup>nd</sup> meeting of the following month.

**Citizen Advisory Group (CAG)** – Met on Monday with two citizens in attendance. Next meeting April 25<sup>th</sup>; after that, will change to quarterly meetings.

## **UNFINISHED BUSINESS –**

Authorization to Purchase 2 Ambulances through State Loan Program –

**Commissioner Shouse moved to authorize Chief Schick to seek financing for the District's two new ambulances through the State Treasurer's Loan program. Commissioner Lich seconded; motion carried by unanimous vote.**

North County Regional Fire Authority Meeting – Report from meeting with the two Fire Chiefs and two Commissioners each. Discussion mainly about sharing resources. Another meeting scheduled for April 29<sup>th</sup> at 1pm at Sta. 99.

VFIS Review – Chief Schick reported that the review went well. He shared the report with the Board that included 6 minor recommendations.

## **NEW BUSINESS –**

Part Paid Summer Hire – A/C Yengoyan presented the District's idea of using a Part Paid employee for facilities maintenance during the coming summer. The approximate cost would be \$6,000 for 14 weeks. The funds are available in the Part Paid budget. They would be under the supervision of the A/C's.

**Commissioner Trembl moved to approve the 2016 summer hire of a District's Part Paid employee to assist in facilities maintenance for a period of 14 weeks and at a cost, not to exceed, \$6,000.00. Commissioner Lich seconded; motion carried by unanimous vote.**

WA Fire Commissioner Seminar report – Commissioners Trembl and Lich reported on the one day seminar in Ocean Shores. Commissioner Trembl stated it was very helpful, a good reminder of a Commissioner's role. Commissioner Lich mentioned some policies and resolutions that the District should have in place. Chief Schick will look into these. Commissioner Lich also mentioned that it was suggested that there should be a Records Index established that lists all department records and where they are located.

**PUBLIC INPUT –** None

## **ANNOUNCEMENTS**

- Next Commissioner Meeting Monday, April 11, 2016, at the Administration Office
- Please excuse Commissioner Metz from the April 11th meeting due to personal travel
- Commissioner packets will be emptied after this meeting
- PDC filing deadline April 15th
- Strategic Plan comments to Chief Schick by next meeting
- The new Tender will be here Tuesday at 1pm. A 'push in' ceremony was proposed.
- Please excuse Commissioner Shouse from the April and May meetings due to work and personal schedule.
- Camano Preparedness Group Fundraiser Thursday, March 31<sup>st</sup>, at the multi-purpose center.
- SNO-ISLE meeting, Thursday, April 7<sup>th</sup> – WSDOT Presentation.
- Commissioner Trembl wishes to set dates for Legislative mtg. and Communications mtg.

At 8:02 p.m. the Board went into Executive Session to review the performance of a public employee per RCW 42.30.110(g). It was expected to last 10 minutes.

At 8:12 p.m. the Board emerged from Executive Session with no action taken and returned to regular session.

There being no further business, the meeting was adjourned at 8:13 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary