

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONER'S MEETING  
Administration Office  
May 9, 2016

Chairman Williams called the Board for Volunteer Firefighter's meeting to order at 6:54 p.m. Those in attendance were Paul Williams, Stephen Lich, Michael Schick and Darla Tiner. There was one Volunteer Pension request to be approved

**Commissioner Lich moved to approve the Volunteer Pension Request submitted by a former Volunteer. Chief Schick seconded; motion carried by unanimous vote.**

There being no further business, the meeting adjourned at 6:55 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, Stephen Lich, Pat Metz, Michael Schick, Craig Helgeland, Levon Yengoyan and Darla Tiner. Commissioner Shouse was excused due to work schedule.

The flag salute was led by Commissioner Lich.

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

## **CONSENT AGENDA –**

1. Minutes of April 25, 2016, Regular Meeting
2. Approval of Vouchers: 3 EFT's for \$5,580.93, Payroll EFT for \$11,546.10, Expense Vouchers #160422-160458 for \$27,051.44, Medical Voucher #160459 for \$48,989.98, Trust Voucher #160420 for \$1,800.25, Capital Voucher #160421 for \$1,069.61, all totaling \$96,038.31.

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

## **CHIEF'S REPORT –** Chief Schick gave his report:

1. Funds used to replace some recliners came from the capital carryover.
2. The Board will hold a future discussion to place a spending dollar limit for the Chief in a policy.

## **CORRESPONDENCE –** Local EMI Article and MOPs Thank you

## **PUBLIC INPUT –** None

## **MEMBER INPUT –** None

## **COMMITTEE REPORTS –**

**ICOM –** Commissioner Lich gave a report

**Safety –** Next meeting July 14<sup>th</sup>.

**Scholarship –** Board Secretary Tiner gave a report of the Committee's April 12<sup>th</sup> meeting.

1. Trust Fund Balance = \$25,393.43
2. Scholarships opened up to Part Paid employees
3. Funds released for Volunteer for Rigging for Rescue training
4. Consensus of the Committee to request a one year commitment from completion date of any training, outside of SCAF scholarships, paid for by Trust funds.

**Budget Committee –** Will meet May 18<sup>th</sup>

**Communication Committee –** Commissioner Trembl and A/C Yengoyan gave a report.

## **UNFINISHED BUSINESS –**

### **SOP Review –**

1. Policy 100-Fire Service Authority, Policy 106-Policy Manual, Policy 107-Firefighter Code of Ethics and District Business Code of Ethics, Policy 200-Organizational Structure - ***Commissioner Trembl moved to approve existing Policies 100-Fire Service Authority, Policy 106-Policy Manual, Policy 107-Firefighter Code of Ethics and District Business Code of Ethics, Policy 200-Organizational Structure with minor changes. Commissioner Metz seconded; motion carried by unanimous vote.***
2. Policy 103-Board of Fire Commissioners –missing some text. Updated policy at next meeting.

North County Meeting Update – Meeting was attended by the Chief, A/C Yengoyan, Commissioner Shouse and Chairman Williams from CIFR and Chief Cermak, Batt. Chief Smith and Commissioner Longly of NCRFA. Chief Schick stated that it was a good meeting. Decided a merger between the two fire departments was not a benefit to CIFR at this time. Discussions held regarding sharing of personnel/duties.

## **NEW BUSINESS –**

State and County Legislative Priorities – It was the consensus of the Board to plan a later date to meet with State and County Legislature once a more definitive list of issues is developed.

Resolution 2016-06 – Change Location of May 23<sup>rd</sup> Meeting –

***Commissioner Trembl moved to approve Resolution 2016-06 – Change Location of May 23rd Meeting. Commissioner Lich seconded; motion carried by unanimous vote.***

Modification of Employment Letter – A/C Yengoyan gave his 60 day resignation notice to the Board. According to his Employment Letter, with this notice he is entitled to 1/3 of his accumulated sick pay. He has requested to leave two weeks earlier but still collect his 1/3 sick pay. Discussion held.

***Commissioner Lich moved to approve the early resignation of A/C Levon Yengoyan for June 15, 2016, and to receive 1/3 of his accumulated sick pay, which District Attorney Davis will modify the Employment Letter to reflect this. Commissioner Trembl seconded; motion carried by unanimous vote.***

New Organizational Structure – Discussion held. Tabled for next meeting.

**PUBLIC INPUT** – None

## **ANNOUNCEMENTS**

- ✓ Next Commissioner Meeting Monday, May 23rd, 2016, at the Vista Madrona Fire Station
- ✓ Swearing in of PM Michael Bellia and Cadet Appreciation Ceremony at the May 23rd mtg.
- ✓ Please excuse Chairman Williams and Commissioner Shouse from the May 23rd meeting due to personal travel and work schedule, respectively
- ✓ EMI Rollout and EMS Week – Fire presence at the Camano Plaza May 14 & 15 from 11am – 2pm, handing out EMI tubes, health information and performing blood pressure checks.

There being no further business, Commissioner Metz moved to adjourn the meeting at 8:37 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary