

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONER'S MEETING  
Country Club Fire Station  
June 26, 2017

Chairman Williams called the regular Commissioners meeting to order at 7:00 p.m. Those in attendance were: Janice Trembl, Stephen Lich, Paul Williams, Pat Metz, Erik Shouse, Michael Schick, Craig Helgeland, Real Estate Agent Beth Newton, PM Jim Reinhardt and Darla Tiner. There were six guests present.

The flag salute was led by Commissioner Trembl.

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

## **CONSENT AGENDA –**

1. Minutes of June 12, 2017, Regular Meeting
2. Approval of Vouchers: 2 EFT's for \$76,656.77, Payroll EFT for \$165,884.32, Expense Vouchers #171550 - #171597 for \$67,610.88, Medical Vouchers #171598 & 171599 for \$30,396.47, Capital Fund Voucher #171549 for \$30,377.91, all totaling \$370,926.35

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

**PUBLIC PRESENTATION** – Chief Schick gave a Power Point presentation on the District's plans to go out for a Fire Levy Lid Lift on the November 2017 ballot. Chief responded to questions from Citizens after the presentation.

**CHIEF'S REPORT** – Chief Schick gave his report. He stated that A/C Helgeland has a real ability and knack for his recent certification as our Fire Investigator.

**COMMUNITY PARAMEDIC UPDATE** – PM Jim Reinhardt gave an update.

**CORRESPONDENCE** – Several Citizen thank you's and local paper articles.

**PUBLIC INPUT** – None

## **COMMITTEE REPORTS –**

**ICOM** – Commissioner Lich reported that the Code Revisor's office is entertaining the idea of an amendment to the 911 tax collection funds distribution that could adversely affect fire departments.

**Scholarship** – Board Secretary Tiner reported that there were no Scholarship applications turned in for CIFR's annual Scholarship program for 2017.

## **UNFINISHED BUSINESS**

**SOP Review** –

**Policy 704-Apparatus Inspections, Testing, Repair and Maintenance** –

**Commissioner Trembl moved to adopt Policy 704-Apparatus Inspections, Testing, Repair and Maintenance, as amended, Commissioner Metz seconded; motion carried by unanimous vote.**

Policy 709-Computer Equipment Procedures -

**Commissioner Metz moved to delete Policy 709-Computer Equipment Procedures as the information is duplicated in Policy 708-Information Technology Use. Commissioner Trembl seconded; motion carried by unanimous vote.**

Policy 714-Communications Operations –

**Commissioner Trembl moved to adopt Policy 714-Communications Operations, as presented, Commissioner Lich seconded; motion carried by unanimous vote.**

Policy 715-ICOM Radio Procedures –

**Commissioner Lich moved to delete Policy 715-ICOM Radio Procedures, as this is a policy for ICOM Dispatch, Commissioner Shouse seconded; motion carried by unanimous vote.**

ILA with South Beach F&R for Ambulance –

**Commissioner Lich moved to approve the Interlocal Cooperative Purchasing Agreement for one or more ambulances with South Beach F&R. Commissioner Shouse seconded; motion carried by unanimous vote.**

Orchid/Chapman PUD Easement request update / status – A/C Helgeland gave an update.

**NEW BUSINESS**

Personnel Policy Handbook Update-Time Off Accrual – Discussion held

**Commissioner Shouse moved to approve the Part Paid employee time off accrual addition to the Personnel Policy Handbook. Commissioner Lich seconded; motion carried by unanimous vote.**

4<sup>th</sup> of July and August Fair Parades Participation – A/C Helgeland reported that there was no one available to participate in the 4<sup>th</sup> of July Parade. He will update the Board at a later time regarding the District's participation in the August Fair Parade.

**PUBLIC INPUT** – None

**ANNOUNCEMENTS**

- ✓ Next Commissioner Meeting Monday, July 10th, 2017, 7:00 p.m., at the Administration Office, with Public Presentation
- ✓ Empty Commissioner Books after the June 26<sup>th</sup> meeting

The Board recessed at 6:11 p.m. and went into Executive Session at 6:15 p.m. to review a real estate offer per RCW 42.30.110(c). The meeting was expected to last 10 minutes, until 6:25. At 6:25 p.m. the Board emerged from Executive Session and returned to regular session. The Chief will continue to negotiate the terms for the sale of the Camano Hills property, with the knowledge that a final decision will be dependent on the boundary line adjustment by the County.

There being no further business, the meeting adjourned at 6:28 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary