

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONER'S MEETING  
Administration Office  
July 25, 2016

Chairman Williams called the regular Commissioner's meeting to order at 7:00 p.m. Those in attendance were Janice Trembl, Stephen Lich, Pat Metz, Erik Shouse, Paul Williams, Michael Schick, Craig Helgeland, Ken Drewry and Darla Tiner. There was one Crew present.

The flag salute was led by Commissioner Shouse.

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

## **CONSENT AGENDA –**

1. Minutes of July 11, 2016, Regular Meeting
2. Approval of Vouchers: 2 EFT's for \$72,803.50, Payroll EFT for \$160,173.95, Expense Vouchers #160687-160725 for \$59,101.09, Medical Voucher #160726 for \$15,699.11, Capital Vouchers #160682-160686 for \$23,707.80, all totaling \$331,485.45.

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

**CHIEF'S REPORT** – Chief Schick gave his report. The Chamber of Commerce asked to use former A/C Yengoyan's office for the Camano Island Information office. For security reasons, this request was denied.

**CORRESPONDENCE** – None

**PUBLIC INPUT** – None

**MEMBER INPUT** – None

## **COMMITTEE REPORTS –**

**Safety/Risk Management** – A/C Helgeland gave a report. Commissioner Metz commented on a good idea presented by Lead Mechanic Jacks to color-coordinate trailer hitch balls on towing vehicles to prevent any potential confusion.

**Communications** – Board wants to schedule meetings with our Legislators. Commissioners Lich and Trembl will hold coffee meetings with individual Legislators. A pre-meeting will be held ahead of time to develop a list of topics for the meetings.

**Budget** – Discussion held regarding the use of the 2015 budget carryover.

**Commissioner Trembl moved to accept Chief Schick's list of proposed expenditures that would be covered by the 2015 budget carryover . Commissioner Metz seconded; motion carried by unanimous vote.**

## **UNFINISHED BUSINESS –**

**SOP Review** –

1. **Policy 1008-Classification Specifications –**  
**Commissioner Trembl moved to adopt Policy 1008-Classification Specifications with minor edits, Commissioner Shouse seconded; motion carried by unanimous vote.**
2. **Policy 1018-Reporting for Duty -** Discussion held. Chief Schick will make a change and bring it back to the Board's next meeting.

3. Policy 1020-Emergency Recall –  
**Commissioner Shouse moved to adopt Policy 1020-Emergency Recall with minor edits, Commissioner Lich seconded; motion carried by unanimous vote.**
4. Policy 1024-Discriminatory Harassment –  
**Commissioner Trembl moved to adopt Policy 1024-Discriminatory Harassment with minor edits, Commissioner Shouse seconded; motion carried by unanimous vote**

Award Bids of Surplused Equipment – Surplused equipment was awarded to the highest bidders:

1992 Ford Van	Jay Jacks	\$301.99
1988 Tender	Grant County FD #12	\$10,100.00
1989 Suburban	Grant County FD #12	\$1,750.00
1993 Ford Truck	R. Fisher	\$500.00

**Commissioner Lich moved to award the surplused equipment to the highest bidder of each vehicle. Commissioner Shouse seconded; motion carried by unanimous vote.**

Chief Schick reported that some of the District's firefighters requested one of the surplused ambulances to be used as a fire prevention display vehicle. This will be considered.

Asst. Chief Hiring Process/Job Description/Job Announcement – Chief presented the job announcement and description that will be posted. Discussion held on expenses to be covered for interviewees. District will cover that for interviewees only.

Community Paramedicine Report – Lt./MSO Drewry gave an update:

1. Is working with Meals on Wheels group and has obtained a list of people to give EMI's to and to do assessments.
2. Is working with the Community Resources NW Regional Council which offers various services to the communities. Has done ride-alongs with them and spoken with Case Managers also.
3. Reported on various cases he has been on.
4. Spoke of various ideas he has for community public education. Commissioner Shouse requested that some of this be posted on the District's Facebook page.

## **NEW BUSINESS** –

Minimum Driving Age – Chief wishes to lower the District's minimum driving age requirement from 21 to 19. He reported that most of the Island's police officers are okay with the change, depending on maturity. It was the consensus of the Board to change the District's minimum driving age from 21 to 19. Chief will update any affected SOP's.

Mabana Fire Station Generator Bids .

**Commissioner Trembl moved to award the Mabana Fire Station Generator Bid to Ackerman at a cost of \$22,220.00+tax. Commissioner Metz seconded; motion carried by unanimous vote.**

Administration Office Painting Bids -

**Commissioner Shouse moved to award the Administration Office Painting Bid to Rubumco Painting, Inc. at a cost of \$18,550.00+tax. Commissioner Lich seconded; motion carried by unanimous vote.**

Resolution 2016-10 – Surplus Obsolete Ambulance –

**Commissioner Trembl moved to approve Resolution 2016-10 – Surplus Obsolete Ambulance. Commissioner Metz seconded; motion carried by unanimous vote.**

Open House/Vehicle Celebration Update – Chief presented potential plans for a Fall/Safety Celebration on September 10<sup>th</sup> at Station 1-3 which would include the presentation of new apparatus, demonstrations, children's games, food and information tables.

WFC Webinar – Ballot Measure Boot Camp – Board Secretary Tiner requesting who wishes to attend so that she can register them. Commissioner Metz and Chairman Williams will attend.

**PUBLIC INPUT** – None

**ANNOUNCEMENTS**

- ✓ Next Commissioner Meeting Monday, August 8, 2016, at the Administration Office
- ✓ August 2, 2016, is “National Night Out” in the old Thrifty store parking lot in Stanwood
- ✓ Chief will send out the Strategic Plan to Board members for review before the Workshop on August 27<sup>th</sup>.

There being no further business, Commissioner Lich moved to adjourn the meeting at 8:29 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary