

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

August 27, 2016

Chairman Williams called the meeting to order at 9:00 a.m. Location of the meeting was the Administration office, Camano Island. Others in attendance were: Commissioners Trembl, Metz, Lich and Shouse, Chief Schick, Assistant Chief Helgeland, Public Affairs Liz Loomis and Board Secretary Tiner. There were four Crew present

The flag salute was led by Commissioner Metz.

Agenda: Workshop for Strategic Planning, Budget Forecast & 2017 Goals

Chairman Williams announced that the Union called to say they could not attend the meeting because they did not know about it until 2 days prior.

Strategic Plan –

Chief Schick gave a power point presentation on the Strategic Plan. Commissioner Lich suggested adding the Volunteer program changes. Chairman Williams suggested adding Mass Casualties procedures. Commissioners would like report on how often the various Units respond to calls.

Chief stated that the District needs to move towards a prevention agency instead of just a response agency.

Commissioner Trembl presented two questions, one posed by Congressman Larsen during his recent tour of Sta. 1-3:

1. How much does it cost for Crews to go out on lift assists vs. the Community Paramedic handling these?
2. Would like to know the cost impact on the budget for the Community Paramedicine program.

Chief stated that the District's Part Paid members' salaries are lower compared to comparable agencies.

Commissioner Trembl stated that the District should wait to see if the Fire Levy passes before looking at hiring additional people.

Board Self Evaluation -

Chairman Williams asked the Board members for comments on the Board's performance this past year. Comments were as follows:

1. The Board accomplished some things, but progress has seemed to slow up some.
2. Need to set Goal dates.
3. Re-evaluate the Board's Committees; may not need some, may need to add some new ones.
4. The Board has left too much to the Chief's shoulders.
5. The Board needs to define the Chief's roles and the Board's roles.

Chairman Williams asked the Crew present if they had any comments. Capt. Allen said that he felt the District would be missing an opportunity to join with NCRFA and other potential agencies, to share resources and reduce costs. Chairman Williams stated that the Board has spoken with NCRFA on more than one occasion about sharing resources, but NCRFA had chosen to move ahead with their own plans. There is also a huge financial issue with joining at this time.

The meeting was suspended at 11:52 for **Lunch** and resumed at 12:44.

Public Affairs Liz Loomis Presentation -

Ms. Loomis handed out a proposal of what her company could do for the District. Cost would be \$4,000/month for a 12 month contract and she would add offsite communication at no additional cost.

She spoke to the District's current issues of aging apparatus, aging population and facility needs. And she stated that we need to educate the Community on the District's needs and solutions to those needs.

Discussion of which election to run the Fire Levy Lid Lift.

Discussion of what some of the things are that the District is proud of:

1. The EMI Program
2. Our Marine calls
3. Our deployment to assist with other State fires
4. Our handling of multiple calls

It was the consensus of the Board to look at going forward with the Fire Levy Lid Lift.

2017 Goals –

1. Design a distribution plan for the Strategic Plan, both internally and externally, by 2016 year's end.
2. Evaluate all District job descriptions. Complete both the Chief's and Assistant Chief's by the end of 2016. Chairman Williams and Commissioner Shouse will be the Committee for this function.
3. Job description for the Communication Committee.
4. Have fire stations staffed better; consistently staff Sta. 1-3 and improve staffing at Sta. 1-4.

Priorities –

1. Increase Staffing
2. Hire Assistant Chief
3. Communication to Community

Board to turn in any comments/edits on the Strategic Plan to the Chief by mid-September. The final product will be presented at the September 26th meeting. The Board commended the Chief for the fine job he did on the Strategic Plan.

The meeting adjourned at 2:23 p.m.

Respectfully submitted,

Darla Tiner,
Board Secretary