

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONERS MEETING  
Administration Office  
July 23, 2018

Chairman Williams called the regular Commissioners meeting to order at 6:01 p.m. Those in attendance were: Paul Williams, Steve Lich, Jan Trembl, Jerry Evans, Erik Krieg, Michael Schick, Craig Helgeland, Tony Smith and Darla Tiner. There were 5 Crew and 1 Citizen present.

The flag salute was led by Chairman Williams.

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

## **CONSENT AGENDA –**

1. Minutes of July 9, 2018, Regular Meeting
2. Approval of Vouchers: 2 EFT's for \$83,054.01, Payroll EFT for \$191,924.4, Expense Vouchers #181626 - #181662 for \$52,329.64, Medical Voucher #181663 for \$50,994.89, all totaling \$378,302.94

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

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

- Commissioners want to see how often we will use the skid unit.
- Commissioners want to look at the vehicle replacement budget timeline/view the Cushman model. These are part of the Budget meeting agenda.
- To Commissioner Lich's inquiry of July 13<sup>th</sup> calls, nothing out of the ordinary.
- Commissioner Evans inquired into status of FF Guadamuz' proposal last meeting. Chief does not feel it benefits the District at this time; will stay with current staffing plan. Chief would like to fill the daytime Asst. Chief position.
- Former Fire Commissioner, Jim Shields' memorial service will be August 18 from 1-5pm.
- Lt./MSO Tony Smith gave an update. Chief stated that Tony is doing a great job.

## **CORRESPONDENCE** – Couple of local articles

## **PUBLIC INPUT** – None

## **COMMITTEE REPORTS** –

ICOM – Next meeting August 6th. Commissioner Lich will attend.

Communications – Media Specialist interviews to be held July 25<sup>th</sup>.

Finance – Chairman Williams would like a more detailed report from the Committee, with explanations of why some budget lines are over.

SNO-ISLE – Commissioner Lich gave a report.

## **UNFINISHED BUSINESS** -

### SOP Review –

Policy 605 - Job Prerequisites, Position Testing and Promotions -

**Commissioner Trembl moved to adopt Policy 605 - Job Prerequisites, Position Testing and Promotions as presented. Commissioner Lich seconded; motion carried by unanimous vote.**

Policy 608 - Emergency Action Plan and Fire Prevention Plan Training -

**Commissioner Evans moved to adopt Policy 608 - Emergency Action Plan and Fire Prevention Plan Training as presented. Commissioner Krieg seconded; motion carried by unanimous vote.**

Policy 901 – Post Fire Incident Decontamination – New policy. Being sent out for 30-day review.

Policy 911 – Apparatus Accident Report Form – Request to delete policy as the information already exists in other policies.

**Commissioner Treml moved to delete Policy 911 – Apparatus Accident Report Form as the information already exists in other policies. Commissioner Evans seconded; motion carried by unanimous vote.**

Policy 1023 – Filling Overtime Positions -

**Commissioner Lich moved to adopt Policy 608 - Emergency Action Plan and Fire Prevention Plan Training as presented. Commissioner Krieg seconded; motion carried by unanimous vote.**

Policy 103 – Fire Commissioners - Discussion on Financial Aspect – Commissioner Treml presented an amendment to the policy that covers their financial duties to the District.

**Commissioner Krieg moved to amend Policy 103 – Fire Commissioners as presented. Commissioner Treml seconded; motion carried by unanimous vote.**

Admin. Parking Lot Update – A/C Helgeland gave an update.

**Commissioner Treml moved to approve the repair of the Administration parking lot by WRS Paving at a cost of \$10,440.00, plus tax. Commissioner Lich seconded; motion carried by unanimous vote.**

## **NEW BUSINESS** –

WFCA October Conference Interest – Confirmed – Commissioners Treml, Williams, Evans, Krieg.

Committee Assignment Review-Goals and Intent – Commissioner Krieg requested clarification on intent of the Board's various committees. Discussion held.

**PUBLIC INPUT** – None

## **ANNOUNCEMENTS**

- ✓ Next Commissioner Meeting Monday, August 13, 2018, 4:30 p.m., at the Administration Office

The Board recessed at 7:34 p.m. and went into Executive Session at 7:40 p.m. to evaluate the performance of a public employee per RCW 42.30.110(1)(g). It was expected to last until 7:55 p.m. At 7:55 p.m. the Board emerged from Executive Session to extend the Session until 8:05 p.m. At 8:05 p.m. the Board emerged from Executive Session to extend the Session until 8:10 p.m. At 8:10 p.m. the Board emerged from Executive Session and returned to regular session with no action taken.

There being no further business, Commissioner Treml moved to adjourn the meeting at 8:10 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary