

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONERS MEETING  
Administration Office  
December 10, 2018

Chairman Williams called the regular Commissioners meeting to order at 4:32 p.m. Those in attendance were: Paul Williams Jan Trembl, Steve Lich, Jerry Evans, Erik Krieg, Michael Schick and Darla Tiner. There were several Crew and Guests present. A/C Helgeland arrived at 5:27 p.m.

The flag salute was led by Commissioner Krieg.

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

Swearing in of Career Firefighter Kevin Moberg.

Chairman Williams suspended the meeting at 4:38 p.m. for public congratulations.

Chairman Williams resumed the meeting at 4:43 p.m.

## **CONSENT AGENDA –**

1. Minutes of November 26, 2018, Regular Meeting
2. Minutes of December 5, 2018, Special Meeting
3. Approval of Vouchers: 3 EFT's for \$11,427.20, Payroll EFT for \$19,898.93, Expense Vouchers #182018 - #182055 for \$36,191.29, all totaling \$67,517.42

**Commissioner Lich moved to approve the Consent Agenda items 1 through 3 as presented. Commissioner Evans seconded; motion carried by unanimous vote.**

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

- Sta. 1-1 Sale – Made a counter offer to the Camano Schoolhouse Foundation, as the Board directed, for the purchase of Sta. 1-1 and they accepted the counter offer of \$355,000.00.  
**Commissioner Krieg moved to authorize the Fire Chief to sign the necessary paperwork for the sale of Fire Sta. 1-1/Camano City to the Camano Schoolhouse Foundation for \$355,000.00. Commissioner Trembl seconded; motion carried by unanimous vote.**
- Had a good lunch/talk with Island County Sheriff-elect Rick Felici.
- State Auditor is requiring signed timesheets, so will be printing out online timesheets to be signed.
- Union is drafting a LOU to cover the Medical Expense Reimbursement Plan (MERP) process.
- Chief presented the non-represented employee salary matrix for 2019 with a 2% increase.  
**Commissioner Trembl moved to approve the 2019 Salary Matrix for Non-Represented Employees. Commissioner Lich seconded; motion carried by unanimous vote**
- Chief presented a letter stating potential liability to the District for a recently filed claim.

## **CORRESPONDENCE –** A couple of Thank You's

## **PUBLIC INPUT –** None

## **COMMITTEE REPORTS –**

**ICOM** – Commissioner Trembl reported that ICOM felt Spillman was working quite well. Chief will follow up with ICOM because the District is still experiencing problems. Suggested that Director Shaughnessy meet with the District to discuss all our system problems.

**Communications** – The Board is meeting with County Commissioner-Elect Janet St. Clair on 12/14/18.

**Finance** – The District's budget is on track for the year.

**SNO-ISLE** - Next meeting/banquet January 26th @Shawn O'Donnell's @6:00pm.

## **UNFINISHED BUSINESS -**

Strategic Plan Update – Commissioner Evans passed around some examples of other company's Strategic Plan formats. It was decided to take one topic at a time from the Plan and discuss it at a Board meeting, setting the priorities for that section. The Board focused on the Training and Education section at this meeting:

- Items 1-3 & 6 should work in conjunction with each other. Items 1, 2 & 6 are already being worked on. Items 3 & 4 to follow.
- Items 1-3 & 6 are dependent, going forward, on item 4, hiring someone to oversee this. It was the consensus of the Board to hire an Assistant Chief by midyear of 2019 to oversee Training and Education and other assigned duties.
- Item 7 is dependent on the feasibility study that will be performed.
- Item 5 moved to the end of the list.
- Next full meeting the Board will focus on the Facilities and Equipment section.

Initial Feasibility Study for Sta. 1-5 – Chief presented the Site Feasibility study for Sta. 1-5 drawn up by TCA, listing four project phases to the study and the cost of each phase. Discussion held.

**Commissioner Krieg moved to authorize the Chief to pursue phases 1 & 2 at a cost of not more than \$15,000. Then present it to the Board for further review. Commissioner Trembl seconded; motion carried by a vote of four, with Commissioner Lich abstaining.**

Grievance – Chief presented LOU-V – Promotional Testing, with modifications to the CBA which resolves the Grievance filed on September 12, 2018, by the Union.

**Commissioner Trembl moved to approve LOU-V – Promotional Testing. Commissioner Krieg seconded; motion carried by a vote of four, with Commissioner Evans abstaining.**

Chief also presented District Policy 605-Job Prerequisites, Position Testing and Promotions and Policy 1004-Promotions and Transfer with amendments as stated by the approved LOU-V.

**Commissioner Trembl moved to approve the revised District Policy 605-Job Prerequisites, Position Testing and Promotions and Policy 1004-Promotions and Transfer with amendments as stated by the approved LOU-V. Commissioner Krieg seconded; motion carried by unanimous vote.**

Benevolence Fund Discussion – Moved to the next meeting.

Final Approval of Command Vehicle –

**Commissioner Trembl moved to approve the purchase of Command Vehicle as presented by Chief Schick for \$45,648.32. Commissioner Krieg seconded; motion carried by unanimous vote.**

## **NEW BUSINESS –**

Resolution 2018-12 – Closure of Healthcare Fund – Since the District no longer has a self-funded health care plan, those funds to manage it are no longer needed and will be moved back in the District's Expense Fund.

**Commissioner Evans moved to approve Resolution 2018-12 – Closure of Healthcare Fund. Commissioner Lich seconded; motion carried by unanimous vote.**

**PUBLIC INPUT** – None

## **ANNOUNCEMENTS**

- Next Commissioner Meeting Wednesday, December 26, 2018, 6:30 p.m., at the Administration Office.
- Commissioner Evans will be absent from the December 26th meeting due to personal business

**EXECUTIVE SESSION** - The Board recessed at 6:37 p.m. and went into Executive Session at 6:43 p.m. to discuss real estate per RCW 42.30.110(1)(c) and to review the performance of a public employee per RCW 42.30.110(1)(g). It was expected to last until 7:13 p.m. At 7:13 p.m. the Chair emerged from Executive Session to extend the Session until 7:35 p.m. At 7:35 p.m. the Board emerged from Executive Session and immediately returned to regular session with no action taken.

There being no further business, Commissioner Krieg moved to adjourn the meeting at 7:35 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary