

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONERS MEETING  
Administration Office  
February 18, 2019

Chairman Williams called the Board for Volunteer Firefighters meeting to order at 4:10 p.m. Those in attendance were: Paul Williams, Steve Lich, Matt Waite and Darla Tiner.

Board Secretary Tiner presented the annual BVFF Pension Participation form for approval.

**Commissioner Lich moved to approve the BVFF Pension Participation form for 2018. Firefighter Waite seconded; motion carried by unanimous vote.**

There being no further business, the meeting adjourned at 4:11 p.m.

Chairman Williams called the regular Commissioners meeting to order at 4:30 p.m. Those in attendance were: Paul Williams Jan Tremel, Steve Lich, Jerry Evans, Erik Krieg, Craig Helgeland and Darla Tiner. There were 2 Guests and 5 Crew present.

The flag salute was led by Chairman Williams.

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

## **CONSENT AGENDA –**

1. Minutes of January 28, 2019, Regular Meeting
2. Approval of Vouchers: 3 EFT's for \$8,478.40, Payroll EFT for \$17,412.47, Expense Vouchers #191099 - #191135 for \$39,936.26, all totaling \$65,827.13

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

**CHIEF'S REPORT** – Interim Chief Helgeland gave his report.

## **CORRESPONDENCE –**

- A newspaper article and some citizen Thank You's.
- A thank you and donation received by the District for \$10,000 was discussed as to how best to use these funds. A suggestion was to place it in a building fund that would eventually go towards the potential remodeling of Sta. 1-5 Mabana since the family that made the donation lives in that area. The Finance Committee will discuss this at their next meeting. The Board will send a thank you to the family for their generous donation.
- Commissioner Tremel mentioned a citizen who had commented about the very quick response by the Fire Dept. when they had a severe asthma attack. They were very appreciative.

**PUBLIC INPUT** – None

**MEMBER INPUT** – Lt. Guadamuz announced that he is the new Vice President for the Camano Local 4033.

## **COMMITTEE REPORTS –**

**ICOM** – Feb. meeting cancelled due to the weather. Next meeting will be in March.

**Safety/Risk Management** – Next meeting in March.

**Communications** – Our PIO Rachael Doniger will attend the March 25<sup>th</sup> Board meeting.

SNO-ISLE - Next meeting March 7<sup>th</sup> at South Snohomish RFA at 7:30 p.m.

**UNFINISHED BUSINESS** -

Strategic Plan – On hold until the new Fire Chief is hired.

Draft of Current Fire Chief Contract Discussion –

**Commissioner Trembl moved to approve the amended contract for Fire Chief Michael Schick. Commissioner Evans seconded: motion carried by unanimous vote.**

**NEW BUSINESS** –

Resolution 2019-02 – Meeting Location Change -

**Commissioner Lich moved to approve Resolution 2019-02 – Meeting Location Change. Commissioner Krieg seconded: motion carried by unanimous vote.**

Warm Beach Proposed Usage of CIFR logo for Promotional Item – Discussion held. Commissioner Trembl stated that the District should develop set criteria for possible future requests for logo usage. It was the consensus of the Board to allow Warm Beach to use CIFR's logo for their Care Continuity Program that is being assisted by the District's Community Paramedic Jim Reinhardt.

New Fire Chief Contract Discussion – Discussion held. Board reviewed the proposed contract for the new Fire Chief and compared it to others in the region. Two adjustments were made:

1. Vacation Bank Max and Vacation Cash Out max changed to 400 hrs.
2. Severance Package changed to six months.

**Commissioner Trembl moved to approve the new Fire Chief's contract. Commissioner Evans seconded: motion carried by unanimous vote.** Discussion held regarding contents of contract.

**Commissioner Trembl moved to approve the new Fire Chief's contract with the specified changes to the Vacation and Severance Package. Commissioner Lich seconded: motion carried by unanimous vote.**

**Commissioner Trembl moved to offer the position of Camano Island Fire & Rescue Fire Chief to Levon Yengoyan. Commissioner Krieg seconded: motion carried by unanimous vote.**

Increased Station Staffing Template – Discussion held. The Board would like to see some data regarding this and the financial impact brought to the March 11<sup>th</sup> meeting, including NFPA Standards.

Draft SOP for Volunteer Staffing Requirements -

- Lt. Norman will coordinate with Board Secretary Tiner to schedule a meeting between the Board and Volunteer members to discuss the Volunteer Program.
- Commissioner Evans would like to see call volume statistics from surrounding agencies with similar demographics for review for Volunteer Program and proposed Staffing template.

**PUBLIC INPUT** – Citizen Cynthia Smith:

- asked if there would be an "after action report" regarding the recent snow storm. The Board stated that some of the measurements requested cannot be tracked.
- Made a comment on the consistency of response times between all the District fire stations, but does not feel our data properly reflects the calls for Sta. 1-5.

**ANNOUNCEMENTS**

- Next Commissioner Meeting Monday, February 25, 2019, 4:30 p.m., at the Vista/Madrona Fire Station
- Employee Recognition Ceremony at the February 25<sup>th</sup> meeting
- Chairman Williams and Commissioner Krieg will be absent from the February 25<sup>th</sup> meeting due to personal travel

**EXECUTIVE SESSION** - None

There being no further business, the meeting was adjourned at 5:47 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary