

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONERS MEETING  
Administration Office  
March 11, 2019

Chairman Williams called the regular Commissioners meeting to order at 4:34 p.m. Those in attendance were: Paul Williams, Jan Trembl, Steve Lich, Jerry Evans, Erik Krieg, Craig Helgeland, Linda Layton and Darla Tiner. There was one Guest present.

The flag salute was led by Chief Helgeland.

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

## **CONSENT AGENDA –**

1. Minutes of February 25, 2019, Regular Meeting
2. Approval of Vouchers: 4 EFT's for \$8,665.71, Payroll EFT for \$15,831.50, Expense Vouchers #191183 - #191216 for \$51,340.07, Trust Fund Voucher #191217 for \$52.17, all totaling \$75,889.45

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

**EXECUTIVE SESSION** – The Board recessed at 4:35 p.m. and went into Executive Session to discuss litigation with District's Attorney per RCW 42.30.110(1)(i) and to review the performance of a public employee per RCW 42.30.110(1)(g). It was expected to last until 4:50 p.m. At 4:50 p.m. the Chair emerged from Executive Session to extend the Session until 5:00 p.m. At 5:00 p.m. the Board emerged from Executive Session and immediately returned to regular session with no action taken at that time.

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

**CORRESPONDENCE** – Local articles on combined firefighter training and CIFR's Community Paramedic partnering with Warm Beach on pilot rehab program; thank you letter in the local paper, plus several thank you notes sent to the District.

**PUBLIC INPUT** – None

**MEMBER INPUT** – None

## **COMMITTEE REPORTS –**

### **ICOM –**

- Chairman Williams reported that ICOM is understaffed with 10 FT, 3 PT and 2 trainees. The pilot program of Criteria-Based Dispatching did not work on Whidbey at this time as they do not have enough Rigs for this.
- Spillman has had multiple recent patches and mapping is on several servers, so all pc's will need to be touched to be upgraded.
- They run backups every night for 30-45 minutes, so maps are not available during these times.
- They reported that some of CIFR's issues have been fixed. MSO Smith and Admin. Asst. Tiner to meet with John Diamond and Tom Shaughnessy later this month regarding any outstanding concerns.
- Commissioner Lich mentioned that the transmissions are sometimes too low to hear.

**Safety/Risk Management** – Next meeting March 14th.

Finance – Will meet next week. Everything is looking good. FF W. Webb is tracking the heat usage at Sta. 1-4 and is equipped to adjust it 24/7.

SNO-ISLE –

- Chairman Williams attended the March meeting. Stated it was a good program, with useful information.
  - Learned that Districts should use Twitter to get out information because the news stations follow that. Also mentioned using “Next Door” more.
  - The All-Risk Management Law has a “sunset clause.” There are currently two bills in the Legislature; one would extend the sunset clause 5 years and one would eliminate the sunset date.
  - They awarded three scholarships to Commissioners for attendance at the Chelan Seminar.
- Next meeting April 4th 7:30 p.m. with Dr. Cooper speaking; location may be Marysville Fire, not confirmed.

Northwest Leadership Seminar Update – Commissioners Evans and Tremel reported that the seminar was very good. Notes will be handed out at the next Board meeting. A concern was expressed regarding the lack of policies for EMS areas. Speaker Gordon Graham plans to work on some.

**UNFINISHED BUSINESS** -

Strategic Plan – On hold until the new Fire Chief starts.

New Fire Chief – Levon Yengoyan has signed the contract with the District to be the new Fire Chief with a start date of May 1<sup>st</sup>. He has requested to be able to attend some of the District's meetings now to start getting a current picture of the District; the Board agreed.

Michael Schick's Contract Discussion – The updated amended contract for Michael Schick, drawn up by the District's attorney, which conforms to the WA State DRS requirements, was presented to the Board.

**Commissioner Tremel moved to approve the amended contract for Michael Schick and to authorize the signing of it. Commissioner Evans seconded; motion carried by unanimous vote.**

Community Paramedic –

- CIFR Community Paramedic Jim Reinhardt has been hired by Chief Shaughnessy of Tulalip Bay. He will leave CIFR on April 1, 2019. Discussion was held with Chief Shaughnessy and PM Reinhardt regarding this transition and Jim's handling of CIFR patients until a new CP can be hired.
- Commissioner Lich stated that there should be a signed agreement between Tulalip Bay and CIFR if Jim is to work with CIFR patients after his release date of 4/1/19.
- Discussion held as to possible interim solutions, if lengthy. Suggestion of hiring soon-to-be-retired IC Public Health Nurse, but she is not interested.
- Suggestion of discussing options with incoming Fire Chief Yengoyan. Chief Helgeland will mention this to Chief Yengoyan.
- Chief Helgeland has sent a formal notice to the Union to respond in 30 days as to their potential candidates for the open position; that would be by April 8, 2019. If no viable candidates are available, the Board will go outside the District to find one. CP Reinhardt has offered to assist in the training of the new CP.
- The Board expressed interest in asking the Union if they could reply as soon as possible, to speed the whole process up, as it affects the care of our patients. Chief Helgeland will ask the Union if they could accommodate this request.
- Discussion held on different potential shifts/hours for this position. The Board feels the shift should be one to best accommodate the patient, not the employee.

- Chief Helgeland presented to the Board the District's attorney's response to CP Reinhardt's request of receiving his payout for sick leave once he leaves the District. It was the consensus of the Board to follow the attorney's advice.

Brush Truck Suggestions – The three Captains submitted their suggestions for usage of the brush truck for the Board's review, at the request of the Board from the previous meeting. Chief Helgeland stated it should be in service by mid-June of this year. Capt. Allen and PM White will work on the changing of the Dispatch Run cards to accommodate this new Rig., plus other needed changes.

Meeting Amplification System Status – PM Rooks is looking into various systems that would work for the District. One company will visit the Administration office next week to evaluate our needs. Chief Helgeland stated that we will need to stay within budget for this equipment.

### **NEW BUSINESS** –

Snohomish County's New Dispatch System - Commissioner Evans mentioned that Snohomish County's new dispatch system may be adding additional towers for all Districts. Island County may want to look into this. Chairman Williams stated we would need to increase taxes to convert over to that.

**PUBLIC INPUT** – Citizen Cynthia Smith asked about the District's process/tracking once a patient is transported to Skagit Valley Hospital that ends up being transported to Providence Hospital or airlifted to another hospital. She expressed concern over patients that need to be transported a second time. The Board and Chief explained our process and responsibilities in determining patient destinations, and that we have no control over patients once they are transported to their original destination; and that there are several factors that affect a patient once they have been delivered.

### **ANNOUNCEMENTS**

- Next Commissioner Meeting Monday, March 25, 2019, 4:30 p.m., at the Administration Office
- Acknowledgement of Lt. Tedrow's 20 Year Career Achievement at the March 25<sup>th</sup> meeting
- Policy List Review due by April 22, 2019

There being no further business, Commissioner Trembl moved to adjourn the meeting at 6 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary