

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)
REGULAR COMMISSIONERS MEETING
Administration Office
March 25, 2019

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

The flag salute was led by Commissioner Krieg.

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

CONSENT AGENDA –

1. Minutes of March 11, 2019, Regular Meeting
2. Approval of Vouchers: 2 EFT's for \$81,613.11, Payroll EFT for \$181,682.82, Expense Vouchers #191218 - #1191262 for \$132,828.21, all totaling \$396,124.14

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

Chairman Williams introduced CIFR's new Fire Chief, Levon Yengoyan, who was in the audience. He will be starting on May 1st.

Chief Helgeland recognized Lt. Darryl Tedrow for achieving his 20 year mark as a Career employee of CIFR.

Chairman Williams suspended the meeting at 4:35 p.m. for family and friends to congratulate Lt. Tedrow. Chairman Williams resumed the meeting at 4:55 p.m.

Update by PIO Rachael Doniger – Rachael handed out a synopsis of her job duties as the District's Public Information Officer and what she has accomplished since starting her position in October of 2018:

- She discussed her goals for the District's social media platforms and how more people have been reached by our Facebook page since she has been regularly posting information. There has also been increased public input in response to these postings.
- She plans to do some postings in Spanish.
- There have been no negative tones from public postings.
- She stated that the balance of postings of District vs. general information is about 30/70%.
- She currently works 20 hrs./month for CIFR and usually posts at least one item a day. Any information for her to be posted should be sent through the Board Secretary or the Chief. Email is the best way to reach her.
- Board Secretary Tiner mentioned that Rachael has done a great job of staying on top of public comments and responding to them.

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

- Company Officer testing is next Tuesday and Wednesday at Sta. 1-4. Union President Rooks asked that Capt. Allen be made aware of this to pass on to the Crews.
- Regarding the awarded SCBA Grant, we will incur a fee for a Federal Audit, which is always conducted with large grants. Commissioner Evans asked if this fee cost could be part of the grant monies, or if we could ask the other two agencies in this grant to split the audit cost. Chief Helgeland does not believe it can be part of the grant, but will check. He will also follow up with the other agencies on sharing the cost. Chairman Williams suggested a LOU between the three agencies to split the cost of the audit.

CORRESPONDENCE – None

PUBLIC INPUT – None

MEMBER INPUT – None

COMMITTEE REPORTS –

Safety/Risk Management – Next meeting June 13th.

- Recent issues involving equipment and people will be reviewed for awareness and situational.
- The District purchased shoe cleats to use in snow/ice.
- Due to recent snow chain issues with the Rigs, Crews will be trained every Oct. on proper handling of the chains.

Communications –

- Be sure to get the pictures taken at the 55+ Event to PIO Rachael to post on Facebook.
- The recent WFOA bulletin lists the status of different Legislative issues.

Finance – (Incoming Fire Chief Yengoyan participated in this meeting) Commissioner Trembl handed out the Committee's report and recommendations:

- Recommend creating a separate capital facilities fund and place the proceeds of the sale of Sta. 1-1 and the \$10,000 donation in it for future building projects.
Commissioner Trembl moved to establish a Capital Facilities fund for future building projects and to place the proceeds of the sale of Sta. 1-1 and the \$10,000 donation into this fund.
Commissioner Krieg seconded; motion carried by unanimous vote
- Concern raised over interpretation of Employee Handbook, and about salary caps. Incoming Fire Chief Yengoyan and A/C Helgeland will review and present their findings to the Board.
- Will address 2018 carrying-over in April.
- Cost of new Fire Chief's vehicle will show up in September.
- The next new ambulance should arrive in early 2020.
- Expressed concern regarding where District is currently at with the Training budget because of feelings that it may be higher this year.
- Suggestion that the GEMT funds go towards the purchase of any new ambulances.
- Committee wants to hear what the incoming Fire Chief's plans are for the District's budget.

SNO-ISLE – Next meeting April 4th 7:30 p.m. with Dr. Cooper speaking; location may be Marysville Fire, not confirmed.

UNFINISHED BUSINESS -

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

Northwest Leadership Seminar Update – Commissioner Trembl handed out some notes to the Board from the Seminar. Districts need to create an environment where people can grow; negative individuals need to be spoken with because they can have an effect on the others. Culture drives what we do.

Community Paramedic Discussion –

- Acting Chief Helgeland stated that he did inform Jim Reinhardt of the Board's decision regarding his sick leave pay request, based on the District's attorney's advice. Jim did not give a response at that time.

- Incoming Fire Chief Yengoyan will meet with Fire Chief Shaughnessy and Jim Reinhardt March 27th regarding the interim care of CIFR's patients while Jim is employed with District #15 until CIFR hires a replacement CP. Offer to do this at no charge. He stated that we need to make sure people do not fall through the cracks during this transition. Commissioner Trembl stated that the Citizens expect this service, so need to continue it. Chairman Williams stated that an ILA needs to be in place for this.
- Commissioner Krieg had sent the Board some suggestions on how to handle the patients during the interim. Suggestions of some CIFR employees to assist Mr. Reinhardt in caring for the patients. Some are interested in doing this for the short term, some in the long term. Union President Rooks stated that the Union would like to know what the Board is looking for, for the replacement.

NEW BUSINESS –

Draft Drone Policy – Policy out to the District for a 30-Day review. All comments to be sent to Acting Chief Helgeland. Commissioner Evans would like to see something added about Staff safety and how to handle dangerous situations.

MRCs Process-Purchase of New Jaws Rescue Tool – There is a potential Grant for an approximate \$45,000 Jaws Rescue Tool. The District's cost, if won, would be approximately \$2,000. (Chief updated the figures to \$43,153 for the Tool and the District's portion would be \$2,054.) Possible delivery in 30 days.

Interim Fire Chief Discussion – Commissioner Trembl recommended reimbursing Acting Fire Chief Helgeland the difference between his and former Chief Schick's salaries for the four months he served as Acting Fire Chief, in recognition of his increased workload and dedication to his job.

Commissioner Trembl moved to reimburse Acting Fire Chief Helgeland the difference between his and former Chief Schick's salaries for the four months he served as Acting Fire Chief. Commissioner Krieg seconded; motion carried by unanimous vote

PUBLIC INPUT – None

ANNOUNCEMENTS

- Next Commissioner Meeting Monday, April 8, 2019, 4:30 p.m., at the Administration Office
- Commissioner Evans will be absent from the April 8th meeting due to personal travel

EXECUTIVE SESSION - The Board recessed at 6:04 p.m. and went into Executive Session at 6:10 p.m. to review the performance of a public employee per RCW 42.30.110(1)(g). It was expected to last until 6:25 p.m. At 6:25 p.m. the Board emerged from Executive Session and immediately returned to regular session with no action taken.

There being no further business, the meeting was adjourned at 6:25 p.m.

Respectfully submitted,

Darla Tiner
Board Secretary