

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONERS MEETING  
Administration Office/Virtual  
April 27, 2020

Chairman Williams called the regular Commissioners meeting to order at 4:30 p.m. Those in attendance were: Levon Yengoyan, Craig Helgeland and Darla Tiner. Attendance via video: Paul Williams, Steve Lich, Erik Krieg, Jerry Evans & Jan Treml. There was one Crew present.

The flag salute was led by Chairman Williams.

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

## **CONSENT AGENDA –**

1. Minutes of March 23, 2020, Regular Meeting
2. Approval of Vouchers: **APR. 13** = 5 EFT's for \$14,378.06, Payroll EFT for \$24,770.60, Expense Vouchers #201316 - #201377 for \$180,222.89, Capital Fund Voucher #201378 for \$1,471.68, Capital Facilities Fund Voucher #201379 for \$3,908.16, all totaling \$219,371.55. **APR. 27** = 4 EFT's for \$88,330.84, Payroll EFT for \$198,213.13, Expense Vouchers #201380 – #201420 for \$85,422.63, all totaling \$371,966.60. **Grand Total** = \$596,717.99

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

**CHIEF'S REPORT** – Chief Yengoyan gave his report. He thanked A/C Helgeland for doing a great job in obtaining COVID supplies for the District.

**CORRESPONDENCE** – Local paper article and two Citizen thank you's

**PUBLIC INPUT** – None

**MEMBER INPUT** - None

## **COMMITTEE REPORTS –**

ICOM – Cancelled

Safety/Risk Management – Next meeting June 11<sup>th</sup>

SNO-ISLE – May do phone meeting in June

Scholarship – Two SCAF Scholarships awarded, to two of our Fire Cadets

## **UNFINISHED BUSINESS –**

ICOM – New Response Plans – New Map loaded and new Zones working.

South End Property Update – Visited property with TCA. Looks good, except for water issue, no well. Discussion held on how to best handle the property purchase.

Fire Chief's Appraisal – Moved to Executive Session.

## **NEW BUSINESS –**

Resolution 2020-05 – Authorize Electronic Signatures -

**Commissioner Treml moved to approve Resolution 2020-05 – Authorize Electronic Signatures, Commissioner Krieg seconded; motion carried by unanimous vote.**

Resolution 2020-06 – Pre-Approval Bill Payment Authorization -

**Commissioner Lich moved to approve Resolution 2020-06 – Pre-Approval Bill Payment Authorization, Commissioner Trembl seconded; motion carried by unanimous vote.**

Resolution 2020-07 – Annual Reappointment of Investment Officer –

**Commissioner Trembl moved to approve Resolution 2020-07 – Annual Reappointment of Investment Officer. Commissioner Lich seconded; motion carried by unanimous vote.**

Policy 104 – Credit Card – Review/Approval – Discussion held. Minor edits suggested.

**Commissioner Trembl moved to approve Policy 104 – Credit Card as amended, Commissioner Krieg seconded; motion carried by unanimous vote.**

Policy 1022 – Overtime – Adoption – Discussion held. Minor edits suggested.

**Commissioner Trembl moved to approve Policy 1022 – Overtime as amended, Commissioner Evans seconded; motion carried by unanimous vote.**

Policy 605 – Job Prerequisite Testing – Adoption – Will be separated into a Policy (606) and Procedure (605). Language will not change.

**Commissioner Trembl moved to approve Policy 606 – Job Prerequisite subject to split into Policy (606) and Procedure (605), Commissioner Krieg seconded; motion carried by unanimous vote.**

Status of May 11<sup>th</sup> Board Meeting – Discussion of holding the next meeting and if it should still be virtual. It was the consensus of the Board to hold the next regularly scheduled meeting on May 11, 2020, and that it should continue to be Virtual.

Strategic Planning Session-Dates, etc. – Discussion of potential dates, topics. It was decided to hold two separate meetings, one for Budget planning and one for Strategic planning. Dates selected are:

Budget Retreat = Thursday, August 27<sup>th</sup>, 2020

Strategic Planning Retreat = Saturday, October 24, 2020

EOC Training Planning – Decided not needed at this time. Need to review finances and how things are developing in the next few months first.

Draft Island County Mutual Aid Agreement – Current Agreement quite old. New one has been drafted. Please review and give the Chief any comments.

Approval of Cadet Volunteers – Five students from the District's Fire Cadet program with the High School. They will have restrictions to follow until they are 18. Then will become full Volunteers. They are covered by the BVFF.

**Commissioner Trembl moved to approve the five listed Cadet Volunteers, Commissioner Evans seconded; motion carried by unanimous vote.**

Grant Information –

- HHS Grant - Chief Yengoyan explained the CARES Act Providers Relief Fund for Healthcare Providers. Chairman Williams mentioned the 2<sup>nd</sup> part of this reimbursement may have been cancelled. The initial Grant did not include firefighters. Commission Boards are asked by the IAFC to contact their Legislator to petition to include firefighters also.
- FEMA Grant – Another grant for PPE for COVID. A/C Helgeland looking into this one for the Fall.

- Public Assistance Grant – Reimbursement for COVID related emergencies at 75%. Would cover things like Overtime, Supplies, etc. A/C Helgeland and FF Ten Hoopen looking into it.

### **ANNOUNCEMENTS**

- ✓ Next Commissioner Meeting Monday, May 11, 2020, 4:30 p.m., at the Administration Office

The Board recessed at 6:03 p.m. and went into Executive Session at 6:05 p.m. to discuss the acquisition of real estate per RCW 42.30.110(1)(b) and to discuss the performance of a public employee per RCW 42.30.110(1)(g). It was expected to last until 6:20 p.m. At 6:20 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 6:20 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary