

# ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)  
REGULAR COMMISSIONER'S MEETING  
Administration Office  
December 27, 2016

Chairman Williams called the regular Commissioner's meeting to order at 7:00 p.m. Those in attendance were Janice Treml, Stephen Lich, Paul Williams, Erik Shouse, Pat Metz, Michael Schick, Craig Helgeland, Jay Jacks and Darla Tiner. There were 2 Crew and 4 Guests present.

The flag salute was led by Commissioner Lich.

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

## **CONSENT AGENDA –**

1. Minutes of December 12, 2016, Regular Meeting
2. Approval of Vouchers: 2 EFT's for \$71,535.70 Payroll EFT for \$157,835.99, Expense Vouchers #161168 - #161220 for \$60,939.71, Medical Voucher #161221 for \$31,455.91 all totaling \$321,767.31.

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

**CHIEF'S REPORT** – Chief Schick gave his report. Commissioner Treml asked about the District's process with Crews after a difficult call. Chief explained what is available to them and that they have been trained to watch for signs in their fellow crew members. Commissioner Treml stated that the Board appreciates what the Crews do and wants to support them during difficult times.

**NEW BUSINESS** – Opening of Fire Truck Bids – All quotes listed are the base model price and do not include any applicable taxes or fees at this time:

1. True North Emergency Equipment – base price:
  - a. Option 1 – Demo #215067 = \$329,000.00
  - b. Option 2 – Demo #216054 = \$366,490.00
  - c. Option 3 - Demo #216033 = \$351,499.00
  - d. Option 4 – Demo #216127 = \$416,499.00
  - e. Option 5 – Demo #216043 = \$417,997.00
2. Hughes Fire Equipment, Inc. – base price:
  - a. TH343 #29668 = \$541,804.00
  - b. TH338 BTO = \$500,949.00
  - c. TH345 #30231 = \$430,265.00
  - d. TH344 #28969 = \$409,394.00
3. General Fire Apparatus – base price:
  - a. #16890 = \$436,410.00
4. US Fire Equipment LLC – base price:
  - a. Supthen Urban Interface Demo = \$385,514.00
  - b. Supthen Custom Pumper = \$409,241.00
5. Cascade Fire & Safety – base price:
  - a. Option 1 – New E-One #140818 = \$370,243.00
  - b. Option 1 – New E-One #139945 = \$458,583.00
  - c. New #10487 = \$463,439.00

**CORRESPONDENCE** – Citizen thank you's and local paper articles.

**PUBLIC INPUT** – None

**MEMBER INPUT** – None

**COMMITTEE REPORTS** –

ICOM – Commissioner Metz gave a report.

Safety/Risk Management – Meets February 9, 2017

Communications/Legislative –

1. Commissioner Trembl reported that the meeting with Rep. Hayes was rescheduled for next week. She reiterated the importance of educating our Legislatures on the 1% tax limit.
2. Legislative Day will be January 26, 2016. Commissioner Trembl and Chairman Williams to attend.
3. Question on status of Citizens for Camano Island Committee. Chief Schick reported that only one person has expressed interest so far, will make more contacts regarding this. Commissioner Trembl stated how critical it is to get this Committee started soon.
4. Next teleconference with Public Affairs is Friday, January 6, 2017, at 9 a.m.
5. Chairman Williams and Chief Schick had a very good meeting with Stanwood/Camano News Reporter Jeremiah O'Hagan. He stated that the newspaper now has an interactive calendar that Citizens may post things on.

Scholarship Committee – Committee met for their end-of-year financial report. The Committee decided that, since scholarship funds are now available to Administration Staff and Part-Paid employees in addition to Volunteers, there was no longer a need for a Volunteer representative on the Committee.

**UNFINISHED BUSINESS** –

SOP Review –

1. Policy 111-Advance Travel Fund –  
**Commissioner Lich moved to accept Policy 111-Advance Travel Fund as presented, Commissioner Shouse seconded; motion carried by unanimous vote.**
2. Policy 218-Post-Incident Analysis (PIA) –  
**Commissioner Trembl moved to accept Policy 218-Post-Incident Analysis (PIA) as presented, Commissioner Metz seconded; motion carried by unanimous vote.**
3. Policy 356-Traffic Collisions -  
**Commissioner Lich moved to accept Policy 356-Traffic Collisions with minor edits, Commissioner Shouse seconded; motion carried by unanimous vote.**
4. Policy 358-Line-of-Death and Serious Injury Investigations -  
**Commissioner Trembl moved to accept Policy 358-Line-of-Death and Serious Injury Investigations with minor edit, Commissioner Lich seconded; motion carried by unanimous vote.**
5. Policy 360-National Fire Incident Reporting system (NFIRS) –  
**Commissioner Shouse moved to accept Policy 360-National Fire Incident Reporting system (NFIRS) as presented, Commissioner Metz seconded; motion carried by unanimous vote.**

**NEW BUSINESS** – cont'd.

Resolution 2016-19 – Commissioner Meeting Schedule 2017-

**Commissioner Lich moved to approve Resolution 2016-19 – Commissioner Meeting Schedule 2017, Commissioner Metz seconded; motion carried by unanimous vote.**

2017 Board Appointees –

**Commissioner Shouse moved to re-appoint Paul Williams as the Chairman of the Fire Commissioner Board for 2017, Commissioner Lich seconded; motion carried by unanimous vote.**

**Commissioner Shouse moved to re-appoint Steve Lich as the Vice-Chairman of the Fire Commissioner Board for 2017, Commissioner Metz seconded; motion carried by unanimous vote.**

The 2017 Committee Members are as follows:

- Board for Volunteer Firefighters: Vice Chairman Lich, Chief Schick, Chairman Williams, Board Secretary Tiner & Volunteer Firefighter Fazekas
- Employee Evaluations: Chairman Williams & Commissioner Metz
- Budget: Commissioner Treml & Vice Chairman Lich. Alternate: Commissioner Metz
- ICOM: Vice Chairman Lich. Alternate: Commissioner Metz
- Safety Liaison: Commissioner Metz & Chairman Williams. Alternate: Vice Chairman Lich
- Scholarship: Commissioners Shouse & Treml & Board Secretary Tiner
- Labor Relations: Commissioners Shouse & Metz
- North Region EMS: Chairman Williams and Commissioner Shouse
- Communications: Commissioners Treml & Shouse. Alternate: Commissioner Metz
- Volunteer Utilization Committee: Chairman Williams, Commissioner Treml, Chief Schick

Volunteer Manning/Utilization Committee - Chief Schick has created a committee to meet regularly to discuss/manage the District's Volunteer program and future planning.

**PUBLIC INPUT** – None

**ANNOUNCEMENTS**

- ✓ Public Meeting Saturday, Jan. 7, 2017, at 10:00 a.m. – Camano Center - 606 Arrowhead Road
- ✓ Next Commissioner Meeting Monday, January 9, 2017, at the Administration Office

There being no further business, Commissioner Shouse moved to adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Darla Tiner  
Board Secretary