

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)
REGULAR COMMISSIONER'S MEETING
Mabana Fire Station
April 25, 2016

Chairman Williams called the regular Commissioner's meeting to order at 7:00 p.m. Those in attendance were Janice Treml, Paul Williams, Stephen Lich, Michael Schick, Craig Helgeland, Levon Yengoyan and Darla Tiner. There were 5 guests present. Commissioners Metz & Shouse were excused due to personal travel and work schedule, respectively.

The flag salute was led by Commissioner Lich.

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

CONSENT AGENDA –

1. Minutes of April 11, 2016, Regular Meeting
2. Approval of Vouchers: 2 EFT's for \$78,904.20, Payroll EFT for \$172,680.06, Expense Vouchers #160376-160418 for \$57,343.76, Medical Voucher #160419 for \$22,459.13, Capital Vouchers #160374-1603375 for \$67,869.00, all totaling \$399,256.15.

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 Schick gave his report.

CORRESPONDENCE – None

PUBLIC INPUT –

1. Karen Miltenberger of Nicholson & Assoc. gave a short talk on the benefits of using her agency to insure the District and offered to give a free cost quote. Chairman Williams suggested, since our current policy is up for renewal shortly, that we also obtain a quote from Enduris. Chief Schick will speak with our Finance Manager regarding this.
2. Mabana Flames Barbara Garnett reported that their annual plant sale was very successful; and that the Flames had awarded three scholarships to high school cadets in the Fire Science program of \$1,000 each.

MEMBER INPUT – None

COMMITTEE REPORTS –

ICOM – Cancelled

Safety – A/C Helgeland gave a report. Next meeting July 14th.

SOP Review – Review of policies handed out previously:

1. Policy 101-Petty Cash Fund -
Commissioner Treml moved to approve existing Policy 101-Petty Cash Fund with no changes. Commissioner Lich seconded; motion carried by unanimous vote.
2. Policy 102-Chief Executive Officer -
Commissioner Treml moved to approve existing Policy 102-Chief Executive Officer with no changes. Commissioner Lich seconded; motion carried by unanimous vote.
3. Policy 103-Board of Fire Commissioners – discussion held, changes requested. Updated policy will be presented at the next Commissioner meeting.
4. Policy 105-Bond Post Issuance Compliance -
Chairman Williams moved to approve existing Policy 105-Bond Post Issuance Compliance with no changes. Commissioner Lich seconded; motion carried by unanimous vote.

Scholarship – Commissioner Treml reported on the selection of two scholarship winners through the SCAF Foundation.

Communication and Legislation Committee – Will be meeting soon.

UNFINISHED BUSINESS –

Policy Approval – Policies will be distributed the 2nd meeting of each month for a 30 day review, then approved the 1st meeting after the 30 day review, in accordance with current Policy 103-Board of Fire Commissioners. Review will be on a three year cycle.

Schedule meetings for Legislation and Communication – Communication meeting scheduled for Thursday, April 28, at 7am at the Administration office.

EMI Update – Rollout on track for the weekend of May 14 & 15, 2016, from 12 – 4pm. All stations will be staffed and Island County Commissioner Hannold will participate in handing out the EMI tubes. Advertisement will be in various media. The following week is National EMS Week – Crews will be at the Camano Plaza from 11 – 1pm handing out EMI tubes and other health information, and performing blood pressure checks. The Fire Cadets did a great job putting the EMI tubes together.

NEW BUSINESS –

Policy #100, #106, #107 and #200 Review – Policies handed out for review. Some comments given on Policy 200. Commissioner Treml would like an organizational chart as part of this policy.

PUBLIC INPUT – None

ANNOUNCEMENTS

- ✓ Next Commissioner Meeting Monday, May 9th, 2016, at the Administration Office
- ✓ Please excuse Commissioner Shouse from the May 9th meeting due to work schedule

There being no further business, Commissioner Treml moved to adjourn the meeting at 7:48 p.m.

Respectfully submitted,

Darla Tiner
Board Secretary