

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)
REGULAR COMMISSIONER'S MEETING
Administration Office
August 8, 2016

Chairman Williams called the regular Commissioner's meeting to order at 7:00 p.m. Those in attendance were Janice Treml, Stephen Lich, Pat Metz, Erik Shouse, Paul Williams, Michael Schick, Craig Helgeland, Linda Layton and Darla Tiner.

The flag salute was led by Chairman Williams.

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

CONSENT AGENDA –

1. Minutes of July 25, 2016, Regular Meeting
2. Approval of Vouchers: 3 EFT's for \$5,176.95, Payroll EFT for \$10,347.58, Expense Vouchers #160728-160764 for \$25,903.67, Medical Vouchers #160770-160771 for \$27,946.77, Trust Fund Voucher #160727 for \$1,025.00, Capital Vouchers #160765-160769 for \$25,998.06, all totaling \$96,398.03.

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. He presented the response times for July.

CORRESPONDENCE – A citizen thank you and thank you's from our SCAF 2016 Scholarship winners.

PUBLIC INPUT – None

MEMBER INPUT – None

COMMITTEE REPORTS –

Communications – Chief Schick to contact our Legislators regarding meetings.

Evaluation Committee – In the process of going through the evaluations received, should be done soon.

UNFINISHED BUSINESS –

SOP Review –

1. **Policy 1018-Reporting for Duty -**
Commissioner Lich moved to adopt Policy 1018-Reporting for Duty as revised, Commissioner Shouse seconded; motion carried by unanimous vote.
2. **Policy 1026-Conduct and Behavior –**
Commissioner Treml moved to adopt Policy 1026-Conduct and Behavior with minor edits, Commissioner Shouse seconded; motion carried by unanimous vote.
3. **Policy 1028-Personnel Complaints –**
Commissioner Treml moved to adopt Policy 1028-Personnel Complaints with minor edits, Commissioner Metz seconded; motion carried by unanimous vote.
4. **Policy 1030-Outside Employment –**
Commissioner Lich moved to adopt Policy 1030-Outside Employment as presented, Commissioner Shouse seconded; motion carried by unanimous vote.

NEW BUSINESS –

Resolution 2016-11 & Policy #104 – Credit Card Policy and Procedure – Discussion held. Chief Schick will work on a separate policy that will cover credit card usage in District vehicles.

Commissioner Lich moved to approve Resolution 2016-11 – Credit Card Policy and Procedure. Commissioner Shouse seconded; motion carried by unanimous vote.

Policy #109 – Cash Receipting Procedures -

Commissioner Shouse moved to adopt Policy 109 – Cash Receipting Procedures as presented, Commissioner Lich seconded; motion carried by unanimous vote

PUBLIC INPUT – None

ANNOUNCEMENTS

- ✓ Next Commissioner Meeting Monday, August 22, 2016, at the Administration Office
- ✓ Special Meeting/Workshop Saturday, August 27, 2016, at 9am at the Administration Office, Agenda: Strategic Planning and 2017 Goals.
- ✓ Rubumco Painting left color choices for painting the Administration bldg. for the Commissioners to select.

There being no further business, Commissioner Shouse moved to adjourn the meeting at 7:42 p.m.

Respectfully submitted,

Darla Tiner
Board Secretary