

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)
REGULAR COMMISSIONER'S MEETING
Administration Office
March 12, 2018

Chairman Williams called the regular Commissioners meeting to order at 6:00 p.m. Those in attendance were: Paul Williams, Steve Lich, Pat Metz, Jan Trembl, Erik Shouse, Michael Schick, Craig Helgeland and Linda Layton. There were three guests present.

The flag salute was led by Commissioner Williams.

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

CONSENT AGENDA –

1. Minutes of February 12, 2018, Regular Meeting
2. Minutes of February 26, 2018, Regular Meeting
3. Approval of Vouchers: 2 EFT's for \$6,969.49, Payroll EFT for \$15,241.63, Expense Vouchers #181193 - #181240 for \$45,462.52, Medical Voucher #181241 for \$1,724.66, all totaling \$69,398.30

Commissioner Lich moved to approve the Consent Agenda as presented. Commissioner Trembl seconded; motion carried by unanimous vote.

CHIEF'S REPORT – Chief Schick gave his report.

CORRESPONDENCE – One article in local paper.

PUBLIC INPUT – In the Chief's report, Chief Schick reported he will be talking with a vendor who specializes in reviewing facility's needs. This would include reviewing station five's future staffing potential. Barbara Garnett wanted to clarify that station five has not been seismically upgraded.

COMMITTEE REPORTS –

ICOM – Has not met. Will notify ICOM to add Commissioners Shouse and Lich as alternates.

Safety/Risk Management – Next meeting May 24th.

Communications – Working to approve job description for Media person. Still modifying.

Budget – No meeting.

Officers Meeting – Commissioner Lich reported he attended an Officer's meeting and found it very educational.

UNFINISHED BUSINESS

SOP Review –

Two new draft Policies were introduced and discussed. Policy 605 - Position Testing and Promotions, and Policy 1010 - Sick Leave. Some concerns from the Union and the Board discussed.

Policy 630 Wildland Firefighting and Shelter Training -

Commissioner Trembl moved to adopt Policy 630 - Wildland Firefighting and Shelter Training as presented. Commissioner Shouse seconded; motion carried by unanimous vote.

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Policy 912 – Apparatus Vehicle Backing

Commissioner Lich moved to adopt Policy 912 – Apparatus Vehicle Backing as presented. Commissioner Shouse seconded; motion carried by unanimous vote.

District Culture Goals – Commissioner Trembl led a discussion on cultural change.

Letter of Understanding Captain/Paramedic and Salary – Chief Schick reported he had presented the draft LOU to the Union. The Union feels 126% is more in line with the comparables. Discussion held, and the Board agreed 126% is acceptable. Chief Schick stated he would go back to the Union with 126% and give the Board an update at the next meeting.

Media Specialist Job Description – Commissioner Trembl asked that comments regarding the job description be returned by the next Board meeting.

Commissioner Orientation Manual – Commissioner Trembl informed the Board of her progress in getting the Commissioner Manual organized.

NEW BUSINESS –

Commissioner Metz Resignation Letter – Commissioner Metz informed the Board he is resigning for health reasons. The Commissioners and Staff thanked him for his service. Commissioner Metz spoke fondly of his many years of service to Camano Island Fire & Rescue in the capacity of both a Volunteer Firefighter and a Commissioner.

Commissioner Trembl moved to accept Commissioner Metz's Letter of Resignation and declare the Commissioner Position number one vacant and to move forward with the process outlined in Policy 103 to fill the position within sixty days; Commissioner Shouse seconded; motion carried by unanimous vote.

PUBLIC INPUT – None.

ANNOUNCEMENTS

- ✓ Next Commissioner Meeting Monday, March 26, 2018, 4:30 p.m., at the Administration Office
- ✓ Promotional Badge Pinning Ceremony will be at the March 26th meeting.

The Board recessed at 7:02 p.m. and went into Executive Session at 7:07 p.m. to discuss collective bargaining concerns per RCW 42.30.140. It was expected to last until 7:17 p.m. At 7:17 p.m. the Board emerged from Executive Session and returned to regular session with no action taken.

There being no further business, Commissioner Lich moved to adjourn the meeting at 7:17 p.m.

Respectfully submitted,

Linda Layton
Secretary Pro Tem