

ISLAND COUNTY FIRE DISTRICT #1

Camano Island Fire & Rescue (CIFR)
REGULAR COMMISSIONERS MEETING

Administration Office

July 8, 2019

Vice Chairman Trembl called the regular Commissioners meeting to order at 4:30 p.m. Those in attendance were: Jan Trembl, Steve Lich, Erik Krieg, Jerry Evans, Levon Yengoyan, Craig Helgeland and Darla Tiner. There were 13 Guests present. Chairman Williams was excused due to personal travel.

The flag salute was led by Chief Yengoyan.

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

CONSENT AGENDA –

1. Minutes of June 24, 2019, Regular Meeting
2. Approval of Vouchers: 4 EFT's for \$10,962.35, Payroll EFT for \$20,537.68, Expense Vouchers #191574 - #191615 for \$67,564.81, Capital Fund Vouchers #191616 - #191619 for \$72,764.19, Capital Facilities Fund Voucher #191620 for \$660.00, all totaling \$172,489.03

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

CHIEF'S REPORT – Chief Yengoyan gave his report. He thanked everyone for his swearing in ceremony.

Capt. Jason Allen gave a power point presentation regarding the collaboration with NCRFA and Arlington Fire on the SCBA Grant we were all awarded. He explained the training process all must go through to properly use the equipment safely. Crews will not be able to respond on calls until they have completed their training. Gave kudos to FF/EMT Regan Olsen for all his work on the training program process. Chief Yengoyan gave a big thank you to Capt. Allen for taking on this whole project, and to A/C Helgeland for securing the Grant funding.

Mabana Flames President Betty Metz thanked the Fire District for their assistance with the Flames' first Open House at Sta. 1-5. The event went very well. They are very proud of their Volunteers who helped them all day.

The Chief gave a presentation showing his preliminary analysis of 2018 response times, including current level of service goals, both Island-wide and for each fire station. Asked the Board to start thinking about the types of data they wish to see to help make better decisions going forward.

Commissioner Trembl would like to see data on how many times NCRFA has been requested to give mutual aid. Those numbers are not available yet due to the current data problems that are being addressed.

Commissioner Evans asked about safety issues/ballistic armor and is the District tracking these types of calls. Not currently. A/C Helgeland mentioned that these concerns/types of calls were discussed in the Safety meeting.

Citizen question regarding if the District collects data on patients from the Emergency Room doctors as to patient diagnosis. Chief said he will speak with our MSO regarding this. Hospitals in the past have not been very forthcoming in sharing this data, but recently have been getting better at providing this.

A/C Helgeland reported that the call volume on the 4th was normal, it went well. There was one small brush fire.

CORRESPONDENCE – Several local articles regarding the District, and citizen emails giving their comments on staffing Sta. 1-5 immediately.

PUBLIC INPUT – None

MEMBER INPUT – None

COMMITTEE REPORTS –

Safety/Risk Management – Next meeting September 12th.

ICOM – Chairman Williams will report at the next meeting.

Finance – Will meet July 9th.

SNO-ISLE –Next meeting September 5th at 7:30 p.m., at Central Whidbey

UNFINISHED BUSINESS –

Sta. 1-5 – Next Steps/Property Search – The Chief gave a recap of TCA’s findings presented at the last Board meeting regarding the situation at both Sta. 1-3 and Sta. 1-5, and asked for the Board’s direction. It was the general consensus of the Board to look at daytime staffing and facility relocation:

- Staffing – Immediately pursue the possibility of daytime staffing at Sta. 1-5.
- But need to determine first that this will be financially sustainable.
- Look at what the staffing module would be and how to achieve this.
- Facility – Start looking for possible land purchases to build a new fire station.
- Commissioner Lich reminded the Board that, financially, will not be able to build until the current Facilities Bond is paid off in 2028, so may not want to rush into buying property right away.
- Need to pay off current Bond, then go out for a new one.
- Need to determine first that, if the District builds a new 24/7 fire station, that they will be able to sustain the staffing for it.
- Commissioner Trembl suggested to be on the look-out for property now and be able to jump on a good deal. Has heard from some people that there may be some feasible property available now.

The Chief stated that a Capital Facilities Fund has been established. Commissioner Trembl believes the GEMT funds have been placed in there for Sta. 1-5. Commissioner Evans asked that Finance Manager Layton verify where the funds currently in there came from. It was stated that this Fund would be primarily for long term facility maintenance and building funding.

The Chief recapped that the Board's direction is:

1. Determine the feasibility of staffing Sta. 1-5 during peak times.
2. Once #1 is determined to be feasible, look for new property with the potential to purchase.

Commissioner Evans requested that he would like to wait until the Board's next meeting so that the whole Board can vote on these next steps.

Chief stated that he needs to know the Board's direction, and that it will be sustainable for the next 3-5 years. Budget-wise, can we afford part-time staffing right now. Will not have the financial model completed by the next meeting, but may have a better sense of it. Requesting Board input on what they would like to see.

Policy Review – Policy 642-Travel and Per Diem & Per Diem Rates – This is on hold until the appropriate departments review the policy for accuracy, as per the Board's new policy review process. Commissioner Lich would like the definition of what exactly is included in the "Pacific Northwest Region" mentioned in 642.4.3.

Commissioner Evans requested that discussion regarding body armor for Crews be placed on the next meeting's agenda. Chief stated that, would be happy to share this information with the Board, but it is an Operational function.

NEW BUSINESS –

New Bid Laws – Updated Bid Laws for review.

Commissioner Community Assignments – It was reported that Chairman Williams felt the Board members should get more involved in Community events. A list of Community Groups was handed out for Board members to select which they'd like to attend:

Commissioner Trembl – Community Health Advisory Board, Mabana Flames Auxiliary
Commissioner Evans – Camano Chamber of Commerce, Rotary

PUBLIC INPUT – None

ANNOUNCEMENTS

- Next Commissioner Meeting Monday, July 22, 2019, 4:30 p.m., at the Administration Office
- The two winners of the District's Scholarships will meet the Board at the July 22nd meeting.

Island County Fire District #1
Regular Commissioner Meeting
July 8, 2019
Page 4

There being no further business, Commissioner Krieg moved to adjourn the meeting at 5:55 p.m.

Respectfully submitted,

Darla Tiner
Board Secretary