

**SAN JUAN COUNTY FIRE DISTRICT #3
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
August 10, 2021**

Chair Jarman called the meeting to order at 3:08 p.m.

COMMISSIONERS PRESENT:

Albert Olson, Frank Cardinale and Bob Jarman.

OTHERS PRESENT:

Fire Chief Norvin Collins, Assistant Chief Noel Monin, Administrative Assistant Robin Garcia, Capt. Tad Lean, Training Officer Kuetzing

CITIZEN'S COMMENTS/CORRESPONDENCE: None

CONSENT AGENDA:

Minutes – Commissioner Jarman, Commissioner Olson and Commissioner Cardinale agreed to approve the July 13th, 2021 regular meeting minutes as written.

Bills – Commissioner Jarman, Commissioner Olson and Commissioner Cardinale agreed to approve the bills.

Voucher (warrant) July 14, 2021 All Bills

Number: 242821 to 242844 in the amount of \$25,454.94

Voucher (warrant) July 26, 2021 All Bills

Number: 243421 to 243433 in the amount of \$30,617.68

Payroll - Commissioner Olson Moved to approve the payroll. Commissioner Cardinale Seconded the motion. The motion was Approved Unanimously.

24 Day Payroll - 6/16/21 to 7/9/21 \$33,826.60

Monthly Payroll - 7/1/21 to 7/31/21 \$53,860.04

24 Day Payroll – 7/10/21 to 8/2/21 \$35,603.47

Special Payroll - 7/1/21 to 8/2/21 \$2,517.67

NEW BUSINESS:

None

OLD BUSINESS:

Comprehensive Emergency Service Model Update-

- All paperwork has been submitted to the County to be on the November Ballot.
- It was explained that the election cost would be split among all of the groups that have ballot measures.

STAFF REPORTS:

Financials:

Chief Collins reported on the financials through July, our year to date is 58.33% to be on target for budget. He said we are at 75% for revenues, 63% for our General Fund. Overall expenses are at 45% of budget. Our personnel expenses are 50% of budget. Materials & Services is at 40%. Ending fund balance (revenues minus expenses) is \$990,100. The General Fund balance is \$583,564, the Reserve Fund balance is \$368,933, Capital Fund balance is \$24,053 and the LOSAP fund is \$37,673.

Ops Report:

The district had 107 incidents that we responded to, 61% were EMS, 39% were under Fire all hazard. 6 month snapshot from February through July we had 501 incidents, 62% EMS, 38% Fire all hazard. Performance measures will continue to be on a 6 month snapshot, reaction time for the 6 month average is 1:40, 6 month average first due travel, including outer island, marine response, north end, is 7:14. Minimum staffing was met for July. We did add a new firefighter, who is currently an EMT but received his Red Card Certification so we added Wildland firefighter to the roster.

Staff will put together a summary of everything that has transpired over the years with the boat Sentinel and Confidence to give to the Commissioner's at September's meeting.

It has been decided to assign the new boat back to our slip at the Port of Friday Harbor.

Training:

In July we were concentrating on engine company skills, first in, first arriving, second arriving and the roles and responsibilities. We were also able to review the suppression systems at the Port of Friday Harbor and Roche Harbor. We also had our joint run reviews with Dr. Corsa and San Juan Island EMS. We also put on a State Evaluators course which is credentialing the State Department of Health requires of those EMT's which can evaluate skills and performance of other EMT's. We have several on staff now that have the credential. All shift Lieutenants are able to be evaluators as well as Captain Lean and TO Kuetzing.

Fleet:

Annuals are on track to be completed. John McDowell had mask fit testing done.

Public Comment was opened up again due to technical difficulties earlier.

No public comments.

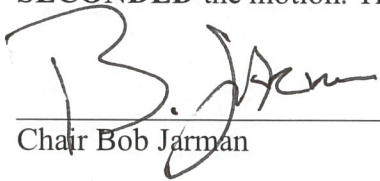
Commissioner Comments:

Commissioner Olson would like to personally encourage the Chief to contact the Sheriff to discuss the Sentinel, and to "mend this bridge".

ANNOUNCEMENTS:

The next regular meeting will be at 3 p.m. on Tuesday, September 14, 2021.

At 4:11 p.m., Commissioner Olson **MOVED** to adjourn the meeting. Commissioner Cardinale **SECONDED** the motion. The motion was **APPROVED UNANIMOUSLY**.



Chair Bob Jarman



Norvin Collins, Secretary