

**SAN JUAN COUNTY FIRE DISTRICT #3
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
July 13, 2021**

Chair Jarman called the meeting to order at 3:00 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, Captain Lean, Training Officer Kuetzing, others via call in.

CITIZEN'S COMMENTS/CORRESPONDENCE: None

CONSENT AGENDA:

Minutes – Commissioner Cardinale MOVED to approve the June 8th, 2021 regular minutes, Commissioner Olson SECONDED the motion. The motion was APPROVED Unanimously.

Bills – Commissioner Cardinale MOVED to approve the bills. Commissioner Olson Seconded the motion. The motion was Approved Unanimously.

Voucher (warrant) June 16, 2021 All Bills

Number: 241909 to 241918 in the amount of \$20,757.32

Voucher (warrant) June 29, 2021 All Bills

Number: 242402 to 242414 in the amount of \$7,769.14

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

24 day Payroll - 5/23/21 to 6/15/21 \$36,073.18

Monthly Payroll – 6/1/21 to 6/30/21 \$53,308.61

NEW BUSINESS:

On July 7th, we received a letter from Sheriff Krebs denying the fire district access to fire boat Sentinel. Chief Collins reached out to County administrator Mike Thomas, who told Chief Collins that Sheriff Krebs as of 2015 had full responsibility to make whatever decisions he wanted to outside of County Council or otherwise regarding fire boat Sentinel, and that the Sheriff had the authority to deny the Fire Department access to the boat. Chief Collins asked Assistant Chief Monin to reach out to Munson, Safe Boat and to Life Proof to see what options we might have to get a vessel in order to take care of the community.

Assistant Chief Monin has been in touch with Safe Boat and they have a 25 ft., enclosed cab, it is a salvaged vessel, which has been gutted and rebuilt, they can not sell this vessel, it's not ideally what we want but it takes care of Emergency Services which is our priority.

Commissioner Chair Jarman added that when he was a County Council Member as well as a Fire Commissioner, he has different recollections of what happened. There were not any agreements signed and enforced.

Chief Collins reminded the Board that when the budget was adopted there was up to \$200,000.00, marked \$100,000.00 to buy another boat. Chief confirmed that the Board wants him to prioritize finding another boat.

Chief Collins suggested that the Board communicate to the County Council that the action taken on the 7th of July, has put the citizens of this community at risk by denying the only access to the fire boat by the partner in the original ILA, regardless of what was passed later. The action put forth by Sheriff Krebs and supported by Administrator Thomas, has put this County at risk and Chief Collins is not confident by reading the letter and communication that County Council actually knows or knew anything about it prior to the delivery of that on July 7th.

Commissioner Jarman suggested that the Board send a letter to the County Council and the Prosecuting Attorney alerting them to the situation.

Commissioner Olson stated he was in favor of leasing the boat and then focus on getting a boat that fits the departments needs, Commissioner Cardinale also shared the same opinion.

Commissioner Chair Jarman, Commissioner Olson and Commissioner Cardinale are directing the staff to secure a boat either through lease or purchase, ASAP, to satisfy our commitment to the public.

Commissioner Cardinale made a Motion for the staff to either purchase or lease a boat as soon as possible for the protection of the citizens of the islands. Commissioner Olson Seconded the Motion. The Motion was Approved Unanimously.

OLD BUSINESS:

Comprehensive Emergency Service Model Update-

Chief Collins stated that the Fire Commissioners and the Hospital District #1 Commissioners gave himself and Administrator Butler direction to put together a plan and it will potentially go to a Levy vote in November. Our original September timelines were incorrect, the paperwork to go on the ballot are due in August 3rd. Chief Collins and Administrator Butler are on track as planned and requested. We have presented back to you a year one organization chart and a year one budget that contemplates staffing the keeps both the Fire Department and San June EMS coming together in one organization. We have met with the Union Representatives both their main out of Marysville as well as the local shop stewards, it was said that not one of them is not supportive of coming over. We had Fire's legal counsel do comparables on our joint operation, and we are right in line. We have six comparables and if we were in an arbitration with a bargaining unit this is what an arbitrator would look at. The plan will be in balance with our comparables, it provides a stable wage platform for all of employees. It equals or exceeds the expectations of our community in the service delivery. We're contemplating a 24 hour a day staff model with five personnel, 3 on an engine company that are cross trained and two on an ambulance, and there will be at least one paramedic on with depth and the plan the Assistant Chief Monin has put together from the operations deployment perspective, which is based on data and call response needs.

Chief Collins suggested a Work Session at the end of the month, along with a Special Meeting afterwards to take action on a Resolution to submit on August 3rd.

FYI:

Chief Collins shared information regarding the dissolution of the Northwest Washington Incident Management Team. The ability to maintain it was not cost effective. All represented agencies voted for the dissolution and to get any monies refunded back. Chief Collins believes it will be approximately \$1,100.00 returned to the district.

Rescind the Resolution 2020-04

“A Resolution by the Board of Fire Commissioners of San Juan County Fire District No. 3 declaring emergency, authorizing emergency powers, and delegating authority to the Fire Chief in response to the outbreak of Covid-19.”

Commissioner Cardinale Moved to Rescind the Resolution 2020-04, Commissioner Olson Seconded, the Motion was Approved Unanimously.

Chief Collins wanted to go on record and thank the Commission for the support that they gave him and the organization as the District adapted dynamically to the changing conditions of COVID-19 since it started a while ago. At this point in time, the Chief believes we've gotten to a point while the emergency powers that were given to him, he always communicated with you, but we don't need those in place at this juncture, and he felt it was prudent for you to take the next step so that this didn't continue to sit out there and we didn't miss a touch point. He thanked the commissioners for the support throughout the time, and we can move forward and get back to business and follow our standard policies and procedures.

STAFF REPORTS:

Financials:

Chief Collins reported on the financials through June. He said we are at 73% for revenues, 60% for our General Fund. Overall expenses are at 41% of budget. Our personnel expenses are 47% of budget, it is slightly higher than we want it to be due to the pay out of accrued leaves to Carolyn Hudson. Materials & Services is at 34%. Ending fund balance (revenues minus expenses) is \$1,064,437. The General Fund balance is \$657,907, the Reserve Fund balance is \$368,896, Capital Fund balance is \$24,053 and the LOSAP fund is \$37,668.

Ops Report:

The district had 107 incidents that we responded to, 61% were EMS, 39% were under Fire Service. YTD we 448 incidents, 63% EMS, 37% Fire Service. Performance measures will continue to be on a 6 month snapshot, reaction time for the 6 month average is 1:48, 6 month average first due travel, including outer island, marine response, north end, is 7:24. Minimum staffing was met for June. Assistant Chief Monin is working on a coordinated county wide mapping for landing zones and landing beaches that is now inputted into Google Maps, and also working with the other agencies and getting this overlaid into GIS so it will be captured in future mapping.

Training:

We had our live burn at Victoria Drive which gave opportunities for exposure protection, it went very well and the crews responded well. First Monday of the month all department drill, run reviews with Dr. Corsa and San Juan Island EMS. Community outreach trainings have started again, we did some fire

extinguisher drills with the ValMark employees. Trainings for First Aid/CPR/AED provided to the community in coordination with San Juan Island EMS, conducted one of these training classes on Stuart Island to about 15 people, also, went to Camp Nor'wester.

Fleet:

Finalizing Annuals

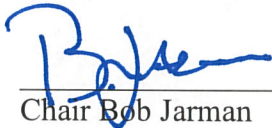
Commissioner Comments:

None

ANNOUNCEMENTS:

The next regular meeting will be at 3 p.m. on Tuesday, August 10, 2021.

At 4:02 p.m., Vice-Chair Olson **MOVED** to adjourn the meeting. Commissioner Cardinale **SECONDED** the motion. The motion was **APPROVED UNANIMOUSLY**.



Chair Bob Jarman



Norvin Collins, Secretary