

**SAN JUAN COUNTY FIRE DISTRICT #3
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
September 14, 2021**

Chair Jarman called the meeting to order at 3:00 p.m.

COMMISSIONERS PRESENT:

Albert Olson, Frank Cardinale and Bob Jarman.

OTHERS PRESENT:

San Juan Island Fire & Rescue Staff and Community

CITIZEN'S COMMENTS/CORRESPONDENCE: None

CONSENT AGENDA:

Minutes – Commissioner Cardinale moved to approve the August 10th, 2021 regular meeting minutes as written, Commissioner Olson seconded the motion. The motion was Approved Unanimously.

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

Voucher (warrant) August 16, 2021 Fund 6561
Number: 244015 to 244040 in the amount of \$27,116.50
Voucher (warrant) August 19, 2021 Fund 6561
Number: 244319 only in the amount of \$393.05
Voucher (warrant) August 19, 2021 Fund 6562
Number: 244320 only in the amount of \$6,000.00

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

24 Day Payroll - 08/03/21 to 08/26/21 \$37,508.22
Monthly Payroll - 08/01/21 to 08/31/21 \$52,687.38

NEW BUSINESS:

- Surplus of Nissan ExTerra – We are currently taking items off the vehicle, once it is detailed we will get a value on it and the Commissioner's will decide the minimum bid amount.
- Purchase of UTV's – The committee has made a recommendation on the slip in unit, (sled) for the UTV's which will partly fold up and is easy to store. Still looking at UTV's, will purchase 1 with Grant Funding first. Should be in 1 to 2 months.
- Update of Governor Inslee's Mandate – Only 1 employee requested a religious exemption to not be vaccinated. They are wearing a mask 100% of the time when in the station.

OLD BUSINESS:

Comprehensive Emergency Service Model Update –

- Chief Collins reviewed the comprehensive emergency services model to make sure everyone was on the same page and the Commissioner's directions have not changed.
- Fire Chief Collins and Superintendent Butler working on and reviewing the foundational pieces for an ILA. This would start sometime in 2022 for a smooth transition.
- Also, mid 2022 Chief Collins would need to have approval to start a negotiation process to have a collective bargaining agreement in place on January 1, 2023.

STAFF REPORTS:

Financials:

Chief Collins reported on the financials through August, our year to date is 66.67% to be on target for budget. He said we are at 76% for revenues, 65% for our General Fund. Overall expenses are at 55% of budget. Our personnel expenses are 70% of budget. Materials & Services is at 30%. Ending fund balance (revenues minus expenses) is \$778,674. The General Fund balance is \$385,472, the Reserve Fund balance is \$362,950, Capital Fund balance is \$24,053 and the LOSAP fund is \$37,675.

Ops Report:

The district had 109 incidents that we responded to, 60% were EMS, 40% were under Fire all hazard. 6 month snapshot from March through August we had 554 incidents, 60% EMS, 40% Fire all hazard. Performance measures will continue to be on a 6 month snapshot, reaction time for the 6 month average is 1:37, 6 month average first due travel, including outer island, marine response, north end, is 7:33. Minimum staffing was met for August.

Asst. Chief Monin feels that the 25' patrol vessel is currently under utilized as a rapid response tool. Certain capabilities are limited in terms of operational tactics and transport, however, the time savings for response is significant and particularly effective for getting trained personnel to an emergency scene.

Training:

In August training consisted of a combination of ventilation skill practice, wildland firefighting techniques and basic life support skills. The department also spent time briefing & orienting personnel to the new Safe Boat, including safe operations and accommodating patient transport on the boat. We also ran a rodeo which is a component of our driver's training program – Emergency Vehicles Incident Prevention (EVIP). Per our Medical Program Director's request, we proctored an examination of our EMT's on medical protocols and general knowledge.

Fleet:

We have switched our vehicle numbering system from a three to a two numbering system. Two thirds of the fleet have had their scheduled Annual Inspections this cycle. We are actively working on our radio deployment strategy.

Public Comment was opened up again because someone joined the meeting late.

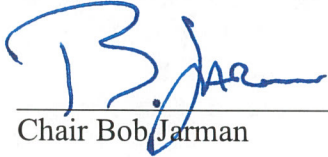
No public comments.

Commissioner Comments: none

ANNOUNCEMENTS:

The next regular meeting will be at 3 p.m. on Tuesday, October 11, 2021.

At 4:17 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