

**SAN JUAN COUNTY FIRE DISTRICT #3
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
October 12, 2021**

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

COMMISSIONERS PRESENT:

Frank Cardinale, Bob Jarman and Albert Olson via teleconference

OTHERS PRESENT:

San Juan Island Fire & Rescue Staff and Community

CITIZEN'S COMMENTS/CORRESPONDENCE: None

CONSENT AGENDA:

Minutes – Commissioner Cardinale Moved to approve the September 14, 2021 regular meeting minutes as written, Commissioner Olson Seconded the motion. The motion was Approved Unanimously.

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

Voucher (warrant) September 13, 2021 Fund 6561
Number: 244931 to 244960 in the amount of \$49,989.78
Voucher (warrant) September 13, 2021 Fund 6562
Number: 244930 only in the amount of \$3,000.00
Voucher (warrant) September 28, 2021 Fund 6561
Number: 245443 to 245449 in the amount of \$1,065.48

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

24 Day Payroll - 08/27/21 to 09/19/21 \$35,590.67
Monthly Payroll - 09/01/21 to 09/30/21 Will be posted into October expenses.

NEW BUSINESS: None

OLD BUSINESS:

Comprehensive Emergency Service Model Update –
Levy is on the ballot
We still have a plan and are still moving forward
We have been following the MOU and State law

STAFF REPORTS:

Financials:

Chief Collins reported on the financials through September, our year to date is 75% to be on target for budget. He said we are at 78% for revenues, 68% for our General Fund. Overall expenses are at 60% of budget. Our personnel expenses are 73% of budget. Materials & Services is at 35%. Ending fund balance (revenues minus expenses) is \$714,371. The General Fund balance is \$321,149, the Reserve Fund balance is \$362,950, Capital Fund balance is \$24,053 and the LOSAP fund is \$37,677.

Ops Report:

The district had 98 incidents that we responded to, 64% were EMS, 36% were under Fire all hazard. 6 month snapshot from April through September we had 581 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 1:57, 6 month average first due travel, including outer island, marine response, north end, is 7:40. Minimum staffing was met for September.

We have improved 43% from this time 3 years ago, back in 2018, from the time the call dispatched to when the first crews were on scene was an average time of 17 to 18 minutes. Right now we are at an average time of between 8 and 9 minutes.

Update regarding recommendations from the UTV Specification Committee.

Waldron Island MOU wrap up. Staff will be bringing recommendations for future support at the conclusion of the 1 year MOU.

Training:

In September training consisted of a combination of a combination of Company Operations and basic life support skills. The first Monday of the month was a holiday, run reviews were done remotely. TO Kuetzing is working with the State DOH to complete the process of becoming a senior EMS Instructor, SEI. He has also entered into a relationship with Skagit Valley College and assisting & instructing potential EMT's.

Fleet:

No Update

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

No public comments.

Commissioner Comments: none

Public comment reopened due to technical difficulties at the beginning of meeting.

ANNOUNCEMENTS:

The next regular meeting will be at 3 p.m. on ~~Tuesday, November 9, 2021.~~

Thursday, November 11, 2021.

This is a revised date for November only.

At 3:43 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