

**MINUTES**  
**SAN JUAN COUNTY FIRE DISTRICT #4**  
**BOARD OF COMMISSIONERS**  
**Special Meeting**  
**May 24, 2023**

Chair Duane Bordvick called the Special Meeting of the Board of Fire Commissioners for SJCFD #4 to order at 10:00 A.M. The meeting was held with all participants in-person at the Station 41 Fire Hall and a Zoom meeting was open for public participation but there was none.

Those present were Commissioners Duane Bordvick, Rebecca Smith, and Cathy Doherty; Fire Chief Adam Bigby; Paramedics Caleb Pal, & Michelle McDarmont; Firefighter/EMT staff David Rucker; EMT volunteer Megan Crandell; Firefighter volunteer JK Honeywell; Logistics volunteer Monte Midkiff; and Secretary Kim Herrenkohl.

Chief Bigby went over the agenda and how the meeting will take place. It was noted that the meeting is scheduled from 10:00 a.m. to 4:00 p.m. and we have a full agenda. However, we would like to finish the meeting in order to participate in the Hospital Board meeting at 4:00 p.m. today.

Chief Bigby had provided everyone with a copy of the agenda, pages 7 through 12 of the most recent Washington Survey & Rating Bureau (WSRB) report, and three articles on recruitment, retention and volunteering. The Chief's goals for the meeting were to provide an update on the last two year's strategic planning goals which had focused on facilities and equipment; discuss opportunities for improving the District's fire protection rating based on the results of the prior WSRB survey; and then have discussions about staff and volunteer recruitment, retention and staffing models. The Chief presented a power point with detailed slides.

**How are we doing based on prior strategic planning goals –**

As part of past strategic planning meetings, work groups identified apparatus, equipment, training and personnel priority lists.

Apparatus – Update on prior strategic planning meetings

Of the District's prior goals, it replaced Aid 44 with a new Aid apparatus in 2022 and Medic 48's rig with a new Chevy Colorado in 2023. The other Medic's rigs are 2017 & 2019 Tahoes. We have submitted an AFG grant to replace Tender 42 which is a used, re-purposed Public Works truck that is not suited for emergency response. We have budgeted to replace Rescue 41 and recently purchased a chassis.

As a stop gap measure, we purchased a used 1997 Freightliner fire engine a few years ago but our current highest priority is purchasing a new fire engine. Currently, we have a reserve engine from SJCDF#3. We have replaced some pumps on Tenders over the past two years.

Washington Survey and Rating Bureau (WSRB) is a non-profit, non-governmental agency. The Chief provided a refresher about who they are and how they do their ratings. The District's overall rating affects all property owner's insurance rates. Most everyone's property is an 8 with some 7 ratings in the Lopez Village for residential structures but commercial structures are rated at a 9.

The age of the District's apparatus is considered by WSRB and apparatus older than WSRB's replacement schedule receives deficiency points. The Chief went over WSRB's general replacement schedule for fire and EMS apparatus.

The Chief has put in for a BLM surplus apparatus grant this year for a Tender which rates high as a priority. The chassis that the Chief found to replace Rescue 41 should arrive from California soon and the Chief will start working on the remounting plan. There has been volatility in the supply chain to obtain pumps which makes the timeline unpredictable.

The Chief asked if there is anything anyone wants to discuss about apparatus? He briefly updated the group about the District's Engine Committee and that they have new specs which will be presented at the next Board meeting. There was a discussion about the loaner Fire Engine.

Equipment – Update on last strategic planning meetings

**EMS-**

- We replaced our older Lifepak 15 units and bought certified re-built units.
- Our gurneys are a priority and if we add a third Aid apparatus, we will need another one. Our gurneys are aging and new ones cost about \$20,000 so we need to keep gurneys in our plan.
- We obtained some transport ventilators but they broke and were too expensive to fix.
- We bought Binder lifts and they have been working well. The Chief asked the group if what we have is sufficient or if we need more. Medic Pal recommended having a charging system for batteries to have "auto" charging for lifting. The Chief explained that there is an option in our new Aid vehicle for a charging or auto lift unit because the manufacturer accidentally added it to the build. We would need to buy these features and upgrade the older ambulance to match. It was noted that if the ground is uneven, the lifters can bind up.

**FIRE -**

-Bunker Gear was our top priority and we bought one new set for each Firefighter. But standard best practice is for each Firefighter to have two so that one can be washed and a second set would be available. Our older bunker gear serves as our second set at this point. The plan is to slowly rotate the older ones out and have a rotation schedule to eliminate the need to purchase a large number of sets at one time.

-An Extractor washer has been purchased and is in operation in the bay at Station 41.

-We only have one good set (electric) of extrication tools and one gas one that is in rough shape. The Chief has submitted an application for a micro AFG grant for more extrication tools and has also submitted a State Homeland Security grant for a wider array of extrication tools.

-Having better lighting at scenes is a priority and we just bought Dewalt portable battery-operated tripod lights so that there will be 2 on each engine. We also bought enough lights with generators to have one on each engine. Medic Pal brought in one of the battery-operated tripod lights and showed the group how easy they are to use. The Chief asked if we could take this off our equipment needs list and there were no objections voiced.

-The Chief noted that the Firefighter's Association recently donated a water rescue floatation drone. The District recently held a preliminary training in the water at Odlin Park but more training is needed. FF/EMT Rucker brought it into the room and showed it to the group. Everyone discussed different scenarios for using it.

-Firefighter Honeywell asked about electric chainsaws to complement our gas-powered chainsaws to make sure we have ones that can cut through roofing materials. The Chief has checked into electric chainsaws and would like to have ones that work off of the same batteries as the new tripod lights. We need to run saws on a weekly basis in order to maintain them and make sure they work.

Training – Update on prior strategic planning meetings

-We have made some progress with an online training platform, but we have not been using it to its full potential. We prefer in-person training, but the online training tools can be used when people miss the in-person training drills.

-The Flagger training continues to be an item that needs attention. Ideally, we need a revised class since we don't really need to take the established 2-day version.

-We have been bringing trainers over to Lopez Island but this can be a challenge due to the need for accommodations, especially during the peak season. We have a new opportunity in having TJ Bishop on San Juan Island available to offer more training than in the past.

-The Rescue drone is a part of our rescue training program.

-Several people have put forward good ideas about regional fire training. We recently did a live pallet fire which was good but there was a lot of preparation work compared to the benefits received. But having a larger, more permanent structure runs into permitting issues due to potential water run-off. The closest off-island live fire structure is in North Bed which is far when trying to get a group to participate. There is fire training in Anacortes, owned by two different entities off of Highway 20, which could be an option for the future. Everyone needs training every 3 years unless you have a structure fire that you attended.

-The Chief has not looked into the State mobile trailer yet but knows that there would be transportation costs and logistics issues due to the ferry.

-Medic O'Bryant has finished her SEI and EMT Class instruction duties have kept her busy.

-Medics McDarmont and O'Bryant have been doing a great job with Fire & EMT training, respectively.

-Medic Pal asked about Lt. training and the Chief deferred this to the Officer training discussion. The Chief mentioned the upcoming Integrated Tactical Accountability Command (ITAC) training at the beginning of June.

### **Facilities Plan Update – From prior strategic planning**

Based on our last WSRB review, there are facility needs that caused the District to miss out on points for our overall WSRB score. If we had sprinklers, we could get more positive credits but only one of our stations qualifies as a full Fire Station per WSRB. Our architects are working on a plan and determining if Station 41 can meet seismic requirements. We hope to receive the architect's report soon and we plan to hold a meeting with the public.

We have been in discussion with the Sheriff's Office about their rental of the downstairs space at Station 41 and they have been informed that this is the final lease. The Chief outlined some of the minimum requirements that the Sheriff's Office needs in a space on Lopez Island.

The Chief provided his opinion that Station 41 is a small Fire Station. He also explained the basic layout and ideas for the Station 41 remodel project. He outlined the problems with our buildings such as bay doors that are not tall enough, no water at some Stations, and no living quarters at any of the Stations. Logistics Midkiff asked about drive-thru bays and the Chief outlined some pros and cons and the need for having sufficient and appropriate land to accommodate driving thru the bays. A comment was made that Stations 41 and 42 cover most of the whole island when you draw a circle around each Station showing that they each cover a 5-mile radius.

There continues to be facility issues and needs:

- Decontamination is an issue for our equipment and personnel.
- The exhaust system at Station 41 still needs to be resolved.
- There are design requirements set by L&I, OSHA and ADA and ADA regulations would make it difficult to get permission for a two-story Fire Station.
- There is a need for living quarters for trainers, and for Per Diem Medics and other responders so that they are in close proximity to help get apparatus for quicker responses.

Commissioner Smith commented that we need the information from the architects to help determine what we can use Station 41 and its property for. For example, we have thought about buying property from the Church next door to Station 41. Also, we would need to consider how we can use the Hummel Lake property. The Commissioners reinforced that everyone wants to keep Station 41 as our official station.

The Chief acknowledged that we have been making progress on facilities planning.

### **How do we measure success?**

We were able to obtain very good feedback about how we are doing from our non-transport EMS survey. The Chief mentioned wanting to do something like this each year and Logistics Midkiff agreed with performing annual one-on-one interviews. EMT Crandell had performed the survey and asked if there is a format or desire for her to consolidate or summarize the data to help the Chief, Commissioners and EMTs. Commissioner Smith stated that she believed this would be very valuable as it would help the District make more informed decisions. In general, the people who were contacted were touched that the District was reaching out to them. EMT Crandell will send the list of survey questions to the Commissioners, and they can let her know which ones they would be most interested in knowing more about. Commissioners Bordvick and Doherty also appreciated receiving this type of information.

There are a number of metrics and ways to measure EMS & Fire Outcomes such as coworker, patient and witness feedback; incident resolution such as the amount of a structure saved from a firefighting effort, and industry standards.

Commissioner Bordvick asked how we assess industry standards and Medic Pal mentioned that our reports in the ESO system include information about medical services required for different types of incidents and this information is reported to the State. Also, the District contracts with a medical control doctor who assesses and evaluates whether or not we are doing what is medically necessary.

EMT Crandell shared that she sometimes heard a general response that people did not know who was responsible for what services between Lopez Fire & EMS, the Sheriff's Office, UW Lopez Clinic, Hospital District, etc. It would be helpful to put out information so people have better a understanding of roles and responsibilities.

The Chief's slide showed that the standard response time for rural areas is 14 minutes or less according to NFPA Response standards. We are doing pretty good on response times for getting a first vehicle on-scene which is what we are tracking our times based on. So, we do get people on-scene but it maybe not be the ideal apparatus. We want to improve our response time for getting fire engines on-scene. We talked about this as it relates to staffing and due to a recent car fire which took place on a Monday when FF/EMT Rucker was not on duty and at Station 41.

### **Review Washington Survey & Rating Bureau (WSRB) Rating**

The Chief discussed how he would be going over the District's most recent WSRB Rating report which was provided for this meeting. He noted that on page 7, the gold portion of each line on the Percent of Credit table indicated opportunities for the District to improve by getting more credits in order to obtain a better overall rating in the future. Our overall score was a 6.1 which they rounded up to 7. So, we are very close to getting a score under 6 which would then be rounded up to a rating of 6.

We discussed fire hydrants and water systems and acknowledged that WSRB's water storage requirements have changed over the years and 20,000 gallons is no longer considered sufficient. Training is very important and even though we were doing the training, we were not sufficiently documenting our officer training. The need to update our fuel policy was identified, which has now been updated. Also discussed were pre-fire plans, the number of Firefighters on duty per shift at each station, the difference in credit given to paid firefighters versus volunteer firefighters, the number of officers and who is in-charge and response to alarms.

There was a general discussion about why the District does not have its own boat which included some of the liability issues that it brings. The Chief mentioned that the fire boat on San Juan Island will be decommissioned, and they are looking for a new fire boat. We use the Sheriff's Office boat and deputies for medical transport but it doesn't happen very often. They have not billed us for this usage.

The Chief put up slides listing Federal, State, local and association's training requirements for Fire, EMS and Logistics personnel such as CPR for certain positions.

NFPA 1720 establishes the training requirements for volunteer Firefighters which requires 110 hours to become a Firefighter. The Chief said that our training surpasses that requirement. WSRB training requirements are specific and different than NFPA depending on the certification and positions. The Chief stated that it would be good to have all of our training recorded so that we could print out a sheet for each person. The WSRB evaluation is usually done every 5 years but the last one was 1 year late so they will be back in a few years.

Training requirements are important when considering recruitment and retention of volunteers and employees. EMTs and Firefighters have two drills per month and EMTs do monthly run reviews and OTEP.

Logistics is run by Lt. Monte Midkiff and they have been very helpful on fire calls by bottle filling and hose rolling. They all have an amateur radio license, and go thru CPR training.

During the working lunch, there were general discussions about the Hospital District, UW Lopez clinic and temporary provider shortage; a training documentation log which the Chief will work with Medics O'Bryant and McDarmont on; and Firefighter Honeywell's recent discussion with the Historical Society who stated that they can provide a space for the old 1966 fire engine. However, it was stated that we would need to find volunteers to build a cover and the Firefighter Association might be able to cover some of the costs for.

### **Current Staffing**

The Chief went through several slides showing the current staffing and volunteer counts by group and noted that a few volunteers are on both lists.

#### **EMS –**

Our current number is 21 EMS staff and volunteers which is down from 24 as we lost a number of experienced volunteer EMTs this past year. We will be onboarding Amie Stevens who was a Summer EMT last year. We are pretty low on EMTs right now. We have three EMTs and two Lt. EMTs on leave right now and 5 new EMTs that are still onboarding or have other delays. The Chief fills in as a Medic, as needed, and plans to re-certified at least one more time.

Fire/Recue -

The District lost a number of volunteer Firefighters in the Fall of 2021 due to vaccination requirements and currently we have a total of 21 Firefighters of which 12 are volunteer Firefighters.

Logistics –

The total count in the Logistics group is 8 which is a good number and works well. There was a discussion about offering new Logistics folks a period of time to get their HAM radio certification.

Chief's Preferred Staffing –

The Chief presented a slide listing his preferred staffing positions and counts which included a total of 33 EMS staff and volunteers and 46 Fire/Rescue staff and volunteers and no changes to the number of Logistics volunteers.

There was a slide of the District's current organization chart which displays who reports to whom, but it has not been updated with the current staff/volunteer counts or with the Chief's preferred numbers from the prior slide.

**Current Response & Minimal Staffing Needs Per Call Type**

Current Response Model –

As a newer EMT, Crandell wished that there had been more overlap with the experienced EMTs.

EMT Crandell mentioned that having more positions like staff FF/EMT Rucker would help the volunteers in many ways. It would assure the volunteers that the Aid vehicle would be gotten to quickly when the volunteers know that Rucker is working. This would alleviate the volunteer's stress if they were unavailable, which would provide a better quality of life for EMTs.

Medic Pal stated that Orcas Island Fire & EMS has specific EMTs linked to specific Medics so the EMTs follow the Medic's shift which means the EMTs and Medics are very familiar with working together.



The Chief presented a slide on how EMS and Fire respond which is the same slide from the past few years. He thinks that it works very well for EMS and their shift structure which puts some volunteers on each shift close to the station so that someone can more easily get the Aid car. Medic Pal mentioned that sometimes the overall call time could be reduced if there were not so many EMTs taking their personal vehicles to the scene since someone will have to bring them back to the scene to get their personal vehicles after an air transport. This same issue has happened on some fire calls. The group discussed the pros and cons of giving all EMTs radios, instead of pagers, with one of the largest cons being that there might be too much radio traffic so that critical communication is missed or delayed.

#### Minimum Staffing Needs Per Incident (assumes basic calls) – Per Chief

BLS: 3

ALS: 3

CPR: 9

Car accident: 10

Structure Fire: 16 (for quick knock down) – does not include Logistics, rehab (EMS) or staged resources.

Logistics does not automatically respond to any of these calls unless they are toned out so that they are not in the way.

Medic McDarmont wanted to reiterate that Firefighters can respond to CPR calls and there was some discussion about the pros and cons of toning out "all calls" or "fire" to make sure that they hear about a CPR call. We may need to have more discussions with Dispatch to make sure we are all on the same page.

### **Recruitment**

#### What has worked in the past?

-A challenge is Lopez Island's lack of a printed newspaper unless you subscribe. It seems like LopezRocks is not as heavily used as it was in the past. It was felt that some people are moving toward other communication methods such as Facebook, Tic Tock, etc.

-In the long-distant past, parents and High School students would both join the District as a way to spend time together, even if they only stayed with the District for a few years.

What hasn't worked in the past?

We offered an open house for EMT and Firefighter Class Information sessions but hardly anyone showed up.

Ideas for moving forward?

-We need a multi-pronged approach to reach all different aged potential volunteers such as Facebook, Instagram, tiktok, etc.

-Existing or retired volunteers talking to people they know and sharing their personal stories. This more personal angle would allow more in-depth discussions.

-The Chief shared that people don't like a lot of paperwork and he wants to create a simple "Interest card" for them to fill out with their name, contact information and area(s) of interest. The District could begin to do some initial vetting to determine if they would be a good fit and we would have their contact information for future classes.

-Having a table at the Saturday Market to have handouts such as an Interest Card, air ambulance flyers, EMT or FF class information, District volunteer information and to answer questions.

-If High School students see their friends being a Firefighter or EMS member of the District, they will be more enticed to join.

-Commissioner Smith mentioned having action pictures on display in our advertisements, especially at the Farmer's Market.

-In our newsletter, have stories from real volunteers explaining how they have benefited from being a volunteer or their association with the District. The Chief's plan is to issue a newsletter within the next month or two and is open to anyone that wants to help. We need to send out at least one newsletter before we have an open public meeting and the Chief wants to include an Interest Card in the mailing.

-EMT Crandell and Logistics Midkiff mentioned highlighting and supporting employers that let their employees who are volunteers take off on calls during work hours. If there was more than one EMT or FF at the same employer, then the employees/volunteers could back each other up or be on separate shifts or come in to help out the employer if there was a deadline or busy time.

-It was asked if volunteers need to be US citizens or have green cards in order to volunteer? The Chief said they must fill out I-9 forms but that he would check into this.

-We acknowledged that we want to have the District better represent and match the Lopez Island community.

-EMT Crandell stated that she knows of one potential High School student that is interested in being a Firefighter but can't join because they don't have a car.

-Do we have meetings where volunteers bring people with them (at a drill...or other) where they would get to see and hear what Firefighters and EMTs do? They would need to be carefully crafted drills to minimize risks and not include any confidential information such as HIPAA protected information. Each volunteer could be asked to bring someone.

-In general, we have typically targeted 3 groups including High School students, younger people which can be a challenge since they might be working multiple jobs and older people with financial resources who may not need to work. We may need to seek out and develop our recruitment plans differently.

-Do we really know what is keeping people from joining? One respondent said that 12-hour shifts turn some people off.

-There was a suggestion to offer having floater EMTs or Firefighters as a recruitment tool? However, it was noted that volunteers need to have enough calls to keep proficient. Also, there are benefits to working together as a team and we don't want people to pick and choose which calls they will respond to and depending on the time of night. There was also the suggestion to allow volunteers to have different (unique) schedules such as having the flexibility to be scheduled for specific days of the week. This would require a good scheduling system and it would put additional pressure onto Captains to manage the schedule.

-Commissioner Smith wondered if the local realtors who sell properties to new people could help inform them about our district. We could give the realtors a flyer that they include in a welcome packet. If there is not already a welcome pack, we could work with other entities that also want to inform new property owners about their business.

-A potential new group of people to reach out to are new Lopez residents who moved here during the COVID years that have not yet become a part of the community.

-If there are areas of the island with no Firefighters living in the area, seek out that area to let them know about the lack of Firefighter coverage in their area which could impact response time and might prompt some people to join.

-Hold "other types of events" to give information on topics such as "how does flight transport work" which you could also use as an opportunity to let people know what it would be like to be an EMT or Firefighter.

### **INITIAL TRAINING –**

It is not economically feasible to run a Fire academy for 1 or 2 people. And getting people to do an academy off-island is asking a lot from potential volunteers. We are trying to coordinate within the islands.

The Chief has been researching a Bellingham group that holds an online EMT class with some in-person classes.

It was acknowledged that when some people are motivated to join and need the training, they need it now as they might not be interested later because things have changed in their lives. But sometimes people are very interested and will wait for the training opportunity. We definitely want to be able to capture an interested person whenever possible.

Once we have gotten someone trained as a Firefighter or EMT, we would like to convince them to be both a Firefighter and EMT.

Medic McDarmont shared that after she took her online EMT course, she felt a little bit behind when she began volunteering as an EMT.

One of the articles that the Chief provided mentioned that some things that turn people off from joining or staying at an organization are the lack of quality training or strong leadership.

## **RETENTION**

It was expressed that they would like EMS and Fire to be a more cohesive group. One example is to have more joint drills.

More experienced volunteers have been great mentors to High School students and some of the newer volunteers have been picking up the slack with the recent departure of experienced EMTs.

An idea to ask retired volunteers to do some recruiting since they have personal stories to share and understand the intricacies of the District and functions.

The District can form committees to work on defined tasks, as needed.

In the past, the District has done different things like having Lt. choice drills or having volunteers act as a patient and been moved around, including driven around in the Aid car so that they understand how a patient feels.

The need to recognize the need to talk about and look out for each other's mental health and self-care.

Providing or facilitating medical insurance for volunteers has been discussed over the past few years. Even if the District does not pay for it, maybe they can facilitate offering coordinated coverage. The Chief checked into the Fire Commissioners Association's programs and was told that in order to be able to accept coverage, you must not have any other options for medical insurance other than through the open market exchange. The District provided information a few years ago and several volunteers looked into it but no one actually signed up for it. Commissioner Smith mentioned that the Commissioners had previously discussed offering an amount that would go to each volunteer. There was a discussion of instead of providing medical coverage options that an amount could be added to a health savings account for each volunteer which would allow them to use it however each person most needs. The District would need to research what options there are for accounts like this.

Other potential benefits also discussed included personal cell phones and plans and childcare during drills, maybe through the Family Resource Center, or it could happen more organically where someone helps watch another volunteer's kids when there is a call.

### **Staffing Models –**

#### **Is our staffing model working for us & Ideas for the future –**

##### -Volunteer shift program

The Chief shared information from our attorney about a recent court case that defined parameters around how much a volunteer can get paid and still be considered a volunteer and how much you can ask of a volunteer to do and have them still be considered a volunteer.

- Volunteers can make up to 20% of the baseline of your lowest contracted position. This is the combined payments of stipends for drills, officers, and incidents and payments as Summer EMTs. If you have a volunteer that is also an officer and summer EMT, it could get more difficult to comply with this limit.
- If you have your volunteers come to the station and do assigned tasks it can be problematic to call them volunteers versus if you are just telling them that they must be within a set number of minutes away from the station during set timeframes so that they can quickly respond to calls.
- If you work more than 70 hours for 5 months, you can no longer be in the Board of Volunteer Firefighter's retirement plan but must join the WA State Department of Retirement Systems PERS plan.
- The District can't pay a volunteer by the hour, but you can pay a nominal fee for an incident/drill. If you want to pay someone for a shift program and you want to pay them for a block of time, the amount can't be easily divisible by a whole number.

It was asked what the budget for EMT & FF stipends is and it was noted that the 2023 budget for EMT and Fire/Rescue stipends/drills/shifts/officers is \$145,249 plus \$16,200 for Summer Hire.

-Resident program

This type of program is primarily for young people, and it is often tied to College programs where credits are involved. But once the Hummel Lake property is empty, there would be potential housing. As with any program, there are pros and cons, and the Chief has worked with this type of program before. Our shift program would make it a little harder to pull this off.

-College Student Program

We don't have a college close by.

-Part-time and Full-Time Staffing

EMT Crandell would like to have a person at the station Saturdays, Sundays and Mondays in the summer to cover when FF/EMT Rucker is off. The Chief added that he believes most people agree that this would be ideal. He would want to have it set up so that the Captains know that the shifts are covered and who is doing each shift. However, with our limited EMT numbers, it means that our EMTs are already doing shifts and he wondered if this would impact their established shifts and/or would they be overly tired from doing their regular shifts AND then doing some "Summer Hire" shifts.

Medic McDarmont brought up having a paid staff person that was responsible for volunteer recruitment, retention, and managing the shifts. A while ago the Chief had asked the Commissioners about their preference of hiring an Assistant Chief or a hands-on FF/EMT and they supported the FF/EMT which was hired last year.

Medic Pal asked about a Regional Fire Authority for the whole county to handle some tasks for all SJC Fire Districts. It was noted that with Chief Williams at Orcas Fire & EMS leaving to work in Olympia and San Juan Island's Fire Chief Norvin leaving in the Fall, there is a lot of transition right now.

Firefighter Honeywell said that it sounds like the Captains, Chief and FF/EMT Rucker already have full plates. Does it mean that the District would need to hire a part-time position that would cover the other days or nights? It seems like this would be a family wage position but how would the hours and days of the week work to make it workable for people?

Medic McDarmont appreciated the consistent work schedule of FF/EMT Rucker because it can be relied on and she knows that any needs and communications will be seen, received and responded to.

By having the FF/EMT staff position, or another similar part-time person, it helps volunteers get back to their jobs quicker since FF/EMT Rucker can do things such as restock the Aid car. Also, FF/EMT Rucker assists the Captains by relieving them of some duties.

Commissioner Smith asked whether or not, due to these rules, a person could be a volunteer and then also work as an employee for 2 or 3 days? The Chief said no, unless the position was less than 70 hours per month so that it could stay in the BVFF's retirement plan. You can't receive stipend payments as a volunteer if you are also working as an hourly employee.

As the District's needs grow, we need to adapt. If you have some part-time positions, then your positions grow and change. Even as EMT volunteer numbers go up and down, paid positions typically stay set.

Commissioner Smith mentioned that she thinks there could be things that the District will need to react to that we don't even know about yet. Like the Lopez Clinic and UW's relationship and their new contract? Also, since the Clinic will only have one dedicated full-time provider this summer, how will that impact the District? What about "urgent" care that is being seen by the District but does not require fly-offs?

Commissioner Smith is on an outside committee, and they are trying to get the Hospital District and CWMA information to make sure that they are aware of important data such as how many EMS patients have to go off island by a personal vehicle, some of which is due to not being able to get appointments at the Lopez Clinic.

Commissioner Smith proposed thinking about whether or not the District needs to pick up urgent care where we would hire a person to perform these services? Or could the District provide the space, but the services would be provided by someone else? Or the Clinic provides the space for urgent care for EMS patients, but the medical services are provided by a non-University of Washington provider?

Commissioner Smith thinks that what is happening now is not working. She is worried that it is getting closer and closer to having no medical services on Lopez Island. The UW Clinic is cutting hours and days, which is also reducing revenues for the pharmacy which is in the process of being sold.

The Chief has told the Clinic that what they do affects us and everything that we do affects the Clinic.

Medic Pal said that he sometimes calls the clinic to ask them to see an EMS patient and is initially told that they don't have any appointments but after further discussion, the Clinic will usually relent and give them an appointment.

There was a discussion about how a part-time position would work, and what workdays and hours would be enticing enough to be able to hire someone.

EMT Crandell wanted to know what the earliest would be to implement any changes and the Chief explained that it is up to the Commissioners to make decisions, let the Chief know what they want to do, and then the Chief would come up with a plan and build the cost implications into next year's budget which gets approved in late November.

The Chief thanked everyone for their time and help at this meeting. We will check into getting a table at the Farmer's Market right away. We will be sending out the draft Minutes from this meeting for everyone to review when they are available.

Commissioner Bordvick adjourned the meeting at 3:45 PM

**NEXT MEETING:**

- Regular Meeting – June 20, 2023 at 4:00 P.M.

  
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Chair Duane Bordvick

  
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Secretary Kim Herrenkohl