

8. Agreements and MOUs

SIFPS/Parks Canada Wildfire Agreement status expires at the end of this year. Ron H. and Wayne have reviewed the terms. The compensation will remain the same as previously. An error on the Parks Canada maps was identified and will be corrected.

Motion: moved by Eva for the President to sign the Wildfire Agreement.

Carried

Financial terms of the Emergency Response Agreement with Parks Canada have been discussed to include SIFPS and SIR.

Motion: by Deb for the President to sign the Emergency Response Agreement.

Carried

9. Fire Chief's Report

Chief Brent Sohler presented his report (attached). He has quotes for used SCBA tanks as well as Hazmat suits, both of which are needed. Still working on the pagers issue. It is not worth replacing them at this point since Crest system will be replacing the current system. Training costs for next year will be discussed by Finance Committee. Other business: consideration of obtaining a 40 ft. shipping container for doing simulated live burns practices. Approximate cost between \$3500 and \$5000. Further discussion related to transport to the island and where to put a container, if purchased. Deferred to Finance Committee for discussion on 2017 budget.

10. SIR Chief's Report

SIR Chief Amanda Money submitted her report (attached).

11. Finance Committee Report

Eva has been doing the bookkeeping in Quick Books. In Ron Lewis' absence she produced the actual costs and revenues up to November 30, 2016. Details were discussed. This report will be reviewed with Ron L once he returns.

Discussion on hiring bookkeeper deferred until Eva has had a discussion with Ron Lewis.

Motion: Deb: that Eva will draft tasks for a bookkeeper and discuss with Ron Lewis then circulate to the board.

Carried

2017 Budget is needed. Committee to meet with Crew Chiefs for projected needs. Eva suggested development of a 5 year Capital Asset budget projection.

Motion: Eva, as soon as Ron Lewis is back to have a full executive meeting to develop the 2017 budget.

Carried.

12. Operations/Asset Management Committee Report

Ian Gaines sent a report this morning. Wayne discussed highlights. Vehicle maintenance issues and invoice tracking were discussed.

13. Corporate/Administration Committee Report

Eva circulated the Health Spending Criteria for Volunteers document and discussed suggested revisions to eligibility. The original criteria were developed in collaboration with the SIFPS/SIR volunteers. Since then issues around eligibility and process have arisen along the way and the HR Committee wants to ensure that criteria for qualification are clear and that the review process is formalised to ensure consistent treatment of our volunteers. Each suggested revision was discussed and rationale given for the recommended changes. It was recognized that special circumstances may be considered as they arise.

Motion: by Eva, that the Board approve all recommended amendments to the Health Spending Criteria. **Carried**

14. Communications Committee Report

Wayne reported that he submitted an item to the Scribbler regarding recognition at the Pig barbecue of Chief Brent Sohier and Captain Grant Dickey. Also recognized was Peter Clark who has been promoted to Captain.

15. Human Resources Committee Report

As noted above, Governor General Exemplary Service Medals for 20 years of service were presented to Brent Sohier and Grant Dickey.

Tony Simmons, Deputy SIR Crew Chief joined the meeting at this point. He reported that the SIR volunteers support the hiring of Kate Vigneault as SIR Crew Chief.

Motion: by Eva, to approve the recommendation of the SIR volunteers to hire Kate Vigneault as SIR Crew Chief. **Carried**

New patient care forms were discussed. Previously SIR used BC Ambulance Service forms which are no longer supported by BCAS. The BC Emergency Health Services forms are also inadequate for purposes of SIR. Amanda had worked on a draft (based on the Delta Fire forms?) Tony is trying to find a copy of the draft which Amanda developed. A quote for 500 forms came in at \$2000. This is more copies than needed and at too high a cost. Brent offered to obtain a copy of the Delta Fire form for Tony to review. Tony was tasked with resolving getting new patient care forms.

16. Nominating Committee Report

No report

17. Old Business

None

18. **New Business - Grant Opportunity:** 2017 SWPI Community Wildfire Protection Plan & Updates \$20,000 and Fire Smart Planning Grant up to \$10,000. Applicants need to identify a specific project. Brent noted that road access, fuel clearing have been used in applications by other South Gulf Islands. More information is needed before a proposal could be developed. Wayne will look into this further.

Burning Permits on Line - Brent described process and costs for burning permits. He requested Harvey to post this information on the SIFPS website.

19. **Meeting Schedule** - Meeting dates for 2017 and meeting chairs:
Feb 4, 2017 Eva will Chair
April 8, 2017 with Ron Lewis as Chair

20. **In Camera business** -

Motion: by Wayne, to go *In Camera*.

Carried

Meeting was suspended to go *In Camera* at 11:25 am.

Motion: by Priscilla to resume the regular meeting.

Carried

Regular meeting resumed at 11:39 am.

21. **Adjourned** at 11:40 am.



Wayne Quinn, President



Eva Hage, Corporate Secretary



Bev Lowsley, Recording Secretary

SIFPS Monthly Board Meeting
December 03, 2016
Fire Chief's Report

Operations:

Vehicles have been inspected and are running fine. Starter in Utility 1 (suburban) is on its way out. There are five SCBA tanks that are no longer any good as they have reached their 15-year service life. We have four new fire fighters. A size small turnout gear will need to be purchased for one of the new fire fighters. I have a call in to Pender to see if they have a used set. Would like to purchase two or three level B HAZMAT suits, as we have no HAZMAT capabilities currently. We are extremely short on pagers.

Financial:

The major expenses have been some purchases of PPE and textbooks for the EOLFF.

Training:

14 fire fighters are taking the EOLFF in house taught by Peter Clark and myself. We are two chapters in to the program, which runs on Sundays and Tuesdays till February for a total of 80 hours of training. After the 80 hours the fire fighters will be certified exterior attack fire fighters as per the OFC playbook. There are three people who have expressed interest in going to the NFPA 1001 course hosted by Pender in the New Year.

Other Business:

Brent Sohier

SATURNA ISLAND RESCUE
Report to SIFPS – December 3, 2016

1. Incidents:

2. Training: Mike Billingham providing training today on Critical Incident Stress Management. Good for 6 – 8 CME credits for licensed EMRs.

Rob Vivian attended OFA3 training in October – making him our newest member.

Keith McMaster completed the OFA3 to EMR bridge course in November. Not yet licensed.

3. Equipment: No issues.

4. Vehicle: No issues.

5. Station: No issues.

6. Crew: Amanda no longer living on Saturna and will be resigning as chief as of December 31, 2016. Kate Vigneault was selected by the volunteers to be the next Unit Chief – to be approved by the Board. Tony Simmonds to remain on as Deputy Unit Chief.

Kate will be away for the first part of 2017 and is working with Amanda to ensure a smooth transition and that leadership remains in place despite her absence.

One new OFA3 and one new trained (not yet licensed) EMR.

7. BCAS/BCEHS Relations : We have received approval from BCEHS to order naloxone for the treatment of opioid overdose.

Some of our licensed EMRs had originally received training from BCEHS on administration of naloxone by injection. The law has now changed so that anyone can administer this drug in an emergency setting. No further training and licensing is required for our crew, however it is unclear if licensed EMRs will still need an endorsement on their license to deliver this medication by injection.

The medication can also be administered through an intranasal spray, which is less invasive and may be a good option for our crew. We are looking at options and should have a plan for training and ensuring that this medication can be administered safely by everyone.

8. Operations: A review of our liability insurance policy with regards to treating patients and performing medical interventions is still high on the list of priorities for me at this time.

AMANDA MONEY Unit Chief,
Saturna Island Rescue

Att: Naloxone ordering approval from BCEHS.