VASHON ISLAND FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
Minutes

Date: 01/09/2018
Time: 6:30 p.m.
Place: 10020 SW Bank Rd, EOC Room

REGULAR MEETING

Present: Camille Staczek, Chair
Brigitte Schran-Brown, Vice-Chair
David Hoffman, Commissioner
Candy McCullough, Commissioner
Andy Johnson, Commissioner
Charles Krimmert, Fire Chief
Jojo Weller, District Secretary

Absent: Robert Larsen, Assistant Chief

Amendments to Agenda

- Add Commissioner McCullough for Oath of Office
- Add to New Business for pre-labor negotiations meeting on Tuesday, 16 January as Executive Session
- Add King County Fire Commissioners Association 2018 Commissioner 101 Saturday Seminar
- Washington Fire Commissioners Association Legislative Day 25 January

Swearing In

Commissioner Johnson sworn in

Commissioner McCullough sworn in

District Secretary Weller sworn in

Approval of Resolution 18-376 Appointing a New District Secretary

Motion by Commissioner Schran-Brown:

"I make a motion of the resolution of the Board of Fire Commissioners for appointing a new District Secretary for the District. Whereas: The previously appointed District Secretary for Vashon Island Fire and Rescue having resigned her position and having been relieved of her duties; Now therefore, it is hereby resolved: Effective immediately, Jocelyne Weller is appointed District Secretary for Vashon Island Fire and Rescue. Her term of office shall extend until the Board rescinds this resolution. Passed and approved, this 9th day of January, 2018 by the Board of Fire Commissioners for King County fire Protection District #13."

RESOLUTION APPROVED, 5-0

Approval of 01/09/18 Minutes

Motion by Commissioner Hoffman:

"I will make a motion to approve the 12/26/17 minutes."

MINUTES APPROVED, 5-0

Voucher Approval

Motion by Commissioner Hoffman:

"I will make the motion that we approve the vouchers 01.09.2018-1."

MOTION PASSES, 5-0

Chief's Report

Chief Krimmert:

Operational Topics:

- Currently advancing with seven candidates for the Part-Time Paid Program. Running their work rotations and getting signed off with District apparatus and protocols.
- Training-
    - Recruit Academy 2018-01 is two weeks in with seven participants. Graduation is set for 19 May at the Vashon Theater.
    - Working on second academy 2018-02 to begin late summer and graduation by years' end. Potential of eight candidates.
- Our two newest FFs are working on day shifts and start their academy on 02 Feb. Graduation is 19 June.
- Service calls-
    - as of 07:30 this morning, the District responded to 27 calls for the year
    - 2017 total calls 1,509, 108 calls short of 2016
    - 2016 152 occasions of simultaneous calls, two or more concurrent calls
    - 2017 surpassed that number by the end of October with 183 two or more concurrent calls. We will start tracking this more diligently as it dramatically impacts our staffing efforts.
    - This month, not even half way of through the month, we've had twice where three aid cars were on separate calls at the same time. This morning both the aid cars and the medic rig were off island at the same time.
- Concerned citizen who lives on Bunker Trail asked how we can protect her house. Told her that we would probably bring fire boats in and get as close to the edge as possible and throw hoses over. We found an accessible route for the gator for patient access.

Staffing and Personnel- started the annual review process and will be done by the end of the quarter

Training Position- investigating and pursuing additional training asked for letters of interest by the 16th

Part-Time Program- Karen Jensen transitioning from volunteer to part-time paid

Local 4189 and I have started discussing contract negotiations and I would like to get the Boards counsel; scheduled meeting on Tuesday the 16th at 13:00

Fleet / "Piggy Backing"- I discussed this with the auditor. We assign ourselves to another contract that's already gone through the process in lieu of us going out for bids for the new aid car. The auditor said it's a very common practice; the nuance is we need to ensure they did it right. Met with Chief Larsen and Chief Kranjcevich on preliminary design and the consensus are to model it off the medic "box". We will add tools, irons and area for bunker gear.

Urban Interface Engine- preliminary investigation on a grant

Engine 59- interested buyer for $1,000

Facilities-

- problem to power connection with Medic 91, investigating relocation and a long term solution
- repairs- investigating cost for roof work at the training center, Station 56 and Station 55
- Renovation work at the training center; upgrade the training center as well as new digital systems for the emergency command center for an island wide event. Meeting with VashonBePrepared tomorrow at 15:30 to figure out the financial processes.
- Investigating addition of a new fire hydrant in the training grounds. We can pull a line at IGA. We are talking with IGA and Water District 19.
- Investigating updating the search and rescue prop.

Strategic Planning- Chief Larsen and Chief Krimmert started preliminary organizational efforts, would like the Board for any specific topics, concerns and issues you'd like to see and addressed specifically. Foundational information presented last year, state of the District, will be used and start building from them. There are seven chapters laid out: Vashon, Vashon Fire, staff and personnel, fleet, facilities and grounds, calls and responses, income and expenses and summaries and recommendations which will be part of the strategic goals.

Financial- start reconciling the end of year tomorrow. State auditor will be in this week and next to complete financial audit for 2016. They are looking at payroll, cash receipting and our financial status which we asked for.

Community engagement-

- Chief Krimmert took advantage of First Friday (foregoing the sandwich board). It was rainy, drizzle day but had a very good conversation with half a dozen people. Even opponents to the levy stopped and talked, even congratulated us. I will continue to do this.
- 2016 Annual Community Report- got it out last year and it's all digital right now. It's being printed at the printers and it will be presented at the next meeting. Only 100 printed to be distributed, you'll each get a copy, until they run out or we replace them with 2017. We'll put some at the Chamber of Commerce and Neighbor Care. 2017 report will be available by the end of first quarter.
- SOGs/SOPs- full public access and are on our website, still working out some bugaboos with the appendices and forms. They are in read only format. The budget is already on the website.
- YourCall brochure- securing prices for printing and distribution which will be a full island mailing with the 2017 Annual Community Report.
- Explorer Post 2134- working on an informational brochure to engage high schoolers earlier in the program.
- District Newsletter- working on the first possible series.
- Public Service Announcement- some ideas kicking around about a promotional public service announcement that could be run at the theater.

All Hands Meeting- 22 January at 19:00 at the training center, the District is invited to attend the 2017 State of the District report. If the Board likes, Chief will give the same or similar presentation at the next Board meeting.

Commissioner McCullough- Chiefs working on strategic planning and once the outline is complete the Board will take it to the public. If the Chiefs want to talk to us about it we will be happy to interact with any or all of you.

Chief Krimmert- we'll be the subject matter experts and lay everything out. It'll be presented as a draft and presented to each Commissioner. We encourage each Commissioner for their expertise and opinions and also have you engage your constituents and talk to different people. We'll go through all the information we gather and finalize the report.

New Business

New Officers for the Board

Board Chair-

- Commissioner Hoffman nominates Candy as Chair. She has done a wonderful job in the past and I'd also like to thank Camille for stepping up to be Board Chair. Commissioner McCullough accepts.
- Commissioner Staczek nominates Brigitte as Chair. Commissioner Schran-Brown accepts.
- Commissioner Johnson asks for past positions held. Commissioner McCullough has been Board Chair two years in a row as well as Commissioner Staczek and Hoffman.

MCCULLOUGH APPROVED, 2-3

SCHRAN-BROWN APPROVED, 3-2

Vice Chair-

- Commissioner Hoffman nominates Candy. Commissioner McCullough accepts.
- Commissioner Schran-Brown nominates Andy. Commissioner Johnson declines.

MCCULLOUGH APPROVED, 5-0

Voucher Review-

- Commissioner Hoffman was unanimously designated. Commissioner Hoffman accepts.

Old Business

SOP 2206 Alcohol and Drug Use (TABLED)

Board Meeting Dates for 2018

- Once a month on the 4th Wednesday of each month for the reason that the Parks District has their meetings on Tuesdays and the School Board has theirs on Thursdays
- Preapprove regular payroll, to keep payroll on track and OT will be approved at the end of the month and paid once a month.
- Commissioner Johnson has 3 conflicts with medic shift schedule starting in Feb.

General Comments

- Commissioner McCullough on Legislative Day- I would like to go with Commissioner Johnson and talk on topics that affect us statewide. We will talk about issues and meet with our representatives. It makes a difference and they like to hear what we have to say. It's important work and good exposure.
- An Executive session is to be scheduled on the 16th at 19:00 for one hour regarding labor management and Chiefs evaluations.
- Commissioner Johnson should attend the 2018 Commissioner 101 Saturday Seminar
- Commissioner McCullough thanks everyone all for attending and wishes a Happy and Healthy New Year.
- Commissioner Hoffman thanks Susan Wolf for her years of service as District Secretary.
- Jan Nielsen- a Vashon resident congratulates and thanks the District for all of their hard work in passing the levy. He also is appreciative for the District changing the environment and

culture as well as the strategic planning. The District has innovative ideas exploring new options. Congratulations and thank you.

For the Good of the Order

Awards Banquet at Camp Burton on 10 February at 17:30, everyone is invited.

Documents Signed

Brigitte Schran-Brown, Chairperson

Jocelyne Weller, District Secretary