VASHON ISLAND FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS
Minutes

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

REGULAR MEETING

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

Susan and Peter Wolf, Ron Smothermon, FF Ben Davidson and Captain Randy Tonkin

Absent:

Amendments to Agenda
Add to New Business: Chief and AC 2018 Wage Proposal, Legislative Day Report, WFCA Annual Survey, Preapprove 15 February Payroll, SOG Reviews, Commissioners Newsletter and Local 4189 MOU

Approval of 01/09/18 Minutes,

Motion by Commissioner Hoffman:

"I make a motion to approve the 01/09/18 minutes."

MINUTES APPROVED, 5-0

Voucher Approval

Motion by Commissioner Hoffman:

"I move that we approve the referenced vouchers as detailed in Administrative Memorandum 01.30.2018-1."

MOTION PASSES, 5-0

Chief's Year End Financial Report
2017 column was moved to the actuals category and 2018 and 2019 are forecasts. The summary worksheets break down to the components of the budget. We finished the year with expenses at 5.8% overbudget and revenues at 11.3% overbudget due to the ALS transition and we started charging for transports. We were forecasting a 450K deficit budget for 2017 but finished the year at 306K deficit. See attached summary worksheet for department cost percentages. This will be the last time we use this summary worksheet. The budget worksheet will have the 2018 approved budget, a column for spent to date/revenues received, percentage of spent to date/revenues received and a preview of the 2019 budget which will have active numbers that will change regularly. We will post this budget worksheet digitally after tonight's meeting and will also post our financials on a quarterly basis.

Assistant Chief's Report

Part-time Program- 8th candidate has been selected and will be starting shifts in late February

2018-01 Recruit Academy- in week 5 and we still have 7 candidates; graduation is 19 May at the theater and everyone is invited; we have four candidates from the island interested and about eight more from South Kitsap and Ruston for the 2018 academy starting in July

New FFs- start their academy on the 2nd with 19 June graduation

Support Academy- starting with five students on 28 February

Calls- 120 runs this year, last year at this time we were on 131 runs. At 120 runs that puts us at a pace of about 1510 calls for the year which we were at two years ago.

Chief's Report

Staff- Monday, 22 January, we had an all hands meeting, 25-30 people attended, about half of our organization

Annual Review Process- is ongoing and peer review portion is wrapping up tomorrow; supervisor meetings will be in February, I will send an email reminder

Assistant Training Position- advertised in house only and we have four applicants- 2 part-time, volunteer, career; we are working on establishing a protocol and having the assessment center on 06 March

Local 4189- we are starting labor management negotiations for this year's CBA

Fleet- systems failure, an onboard generator from a front-line engine; we maybe disconnecting the generator entirely and strapping on a portable generator; same engine has chronic pumper panel control problem, it'll probably go off island for testing; that engine's twin is having water leak problem; both are front line engines

New Aid Car- piggy back with Hoquim; we'll have to sign an interlocal agreement with them; their finance director is a former state auditor who is well aware of the procedures; the current design parallel's Medic 9's unit; waiting on cost estimate and as soon as I have those I will present in February's meeting; October delivery date and hopefully have it by Open House and make it an event

Engine 59- retired and sold for $1,000

Facilities- engaged with the renovation of training center; we stopped renting the building until renovations are complete; rented a dumpster for the debris; expanded PPE storage; gutting out first floor office and in doing so we may have run into a problem with asbestos, we are coordinating to have that tested; that will have an impact on schedule and cost; former hose tower has been cleaned out and will become the electrical/control room with limited access

Station 56- with the heavy rains there was a drainage backup but still exploring on the cause

CERT- investigating on purchasing a new Conex container for their supplies; they would like permission, we believe it's a good idea; if they secure that container we will put it on the north side of station 58

Training- I've authorized a new car fire prop and is currently being built; anticipate showing up at the end of February/beginning March; also looking at plans to remodel search and rescue prop

Strategic Plan- traditionally at the first month of the meeting; I'll do financials today and, in the future, both the Strategic Plan and Financials will have their own categories and I will do both at every meeting

2016 State Audit- we have no findings; they looked at payroll processes, cash receipting and our financial trends; there was some worries about our financial health but the auditors felt there were enough evidence with the labors we are taking on and trends we are implementing mitigated any concerns; their fees went up so they will phone in for our exit interview, to save money, schedule on the 14th of February

BIAS Rally- our financial software provider will hold their annual workshop in Spokane on Feb 20-22; Ms. Weller and Chief Krimmert will be gone for the conference

Community engagement- 2016 Annual Community Report is out, mostly digitally; we have copies at the Chambers of Commerce and Neighbor Care; we are working feverishly to get the 2017 Annual Community Report by the end of first quarter; I will be out on First Friday this Friday in uniform, minus the sandwich board;

Recruitment and Retention- on Thursday the 25th I engaged with a group that has similar size Districts with combination career and volunteer; we are organizing a committee for recruitment and retention for solutions and ideas county wide; Mountain View is taking the lead

New Business

Resolution 17-377 Surplus Radio Equipment

Approval of Resolution 17-377 Surplus Radio Equipment

Motion by Vice-Chair McCullough:

"I make a motion of a resolution of the Board of Commissioners of King County Fire District No. 13, declaring specified equipment surplus to the needs of the District and authorizing disposal."

RESOLUTION APPROVED, 5-0

Resolution 17-379 Interfund Transfer

Approval of Resolution 17-379 Interfund Transfer

Motion by Vice-Chair McCullough:

"I make a motion of a resolution of the Board of Commissioners of King County Fire District No. 13, authorizing and directing a transfer of money from the reserve fund to the current expense fund, amending the 2018 current expense fund budget."

RESOLUTION APPROVED, 5-0

Resolution 17-378 Changing Frequency of Board Meetings

Approval of Resolution 17-378 Changing Frequency of Board Meetings

WAGE PROPOSAL APPROVAL

- Vice-Chair McCullough- Following a positive performance evaluation and much appreciated hard work, I make a motion to raise Chief Krimmert's annual rate of pay to 155K retroactive to 09 January 2018, with the understanding that you waive your eligibility of VIFR's cost of living adjustment and any general wage increase for 3 years, for 2018, 2019 and 2020.

CHIEF'S WAGE INCREASE APPROVED, 5-0

- Vice-Chair McCullough- Following a positive performance evaluation and much appreciated hard work, I make a motion to raise Assistant Chief Larsen's annual rate of pay to 132K retroactive to 08 November 2017, with the understanding that you waive your eligibility of VIFR's cost of living adjustment and any general wage increase for 3 years, for 2018, 2019 and 2020.

ASSISTANT CHIEF'S WAGE INCREASE APPROVED, 5-0

We will get the contracts drawn up, Joe Quinn will do that. Thank you so much to both of you for your hard work.

Legislative Day Report

Commissioner Johnson and Vice-Chair McCullough attended Legislation Day on 25 January. They spent five hours networking and spoke to Senator Nelson and Representative Fitzgibbon. They discussed

- House bill to replace 1% property tax revenue limit with a limit tied to cost drivers to amend to 100% plus inflation but can't exceed 5%. It's looking like it will not pass this year, but we have the support and most likely will pass within our six-year levy period.
- House bill sales tax exemption for equipment purchased by fire districts in rural counties with 10,000 population limits, Vashon has 10,600 plus residents. However the Senate Bill doesn't mention the 10,000 population cap so Senator Nelson and Representative Fitzgibbon will see about other determining factors like runs per year or demographics. They will look at alternative factors.
- House bill addressing presumption of occupational diseases for purposes of workman's compensation. The bill will add the five cancers that prevail in fire service and strokes which is another major issue. It will also include investigators and law enforcement. It will allow insurance coverage for PTSD for LEOFF members only but that's a start.
- The Chiefs put in a request to get rid of the expiration date for funding for mobilization.
- House bill of property tax exemption for spouses for military members of first responders killed in the line of duty which includes paid and volunteer firefighters.
- Legislators approved 1M for refurbishment and repair of state training academy for an improved and safe training facility for our firefighters.

Commissioner Johnson appreciated the chance to attend going. It was impressive to have access to our representatives and have their attention. They took matters seriously. It's incredible asset to have Senator Nelson living on Vashon and that we have access to our legislators.

WFCA

Survey should be done this year so we can have reports and comparable for across the state.

15 February Payroll Approval

Motion by Vice-Chair McCullough:

"I move that we approve the 15 February Payroll due to our once a month meeting."

MOTION PASSES, 5-0

SOG Review

Create a committee with Susan Wolf, Commissioner Schran-Brown, 1 Union member and anyone interested.

Commissioner Community Engagement

Chair Schran-Brown suggests that the commissioners come up with a plan on addressing the community as a group. Suggestions are newsletter or editorial in the Beachcomber. Send ideas to Chair Schran-Brown.

Chief suggests a written document like a commentary in the Beachcomber. He also suggests adding something to the 2017 Community Annual Report mailer depending on space constraints or a compliment follow-up mailer.

Local 4189

- Captain Tonkin talks about the MOU to increase staff from a minimum of two to three, a commitment made to the community when the District approached them for a levy raise. It's the responsibility of the organization to fulfill this promise. The District and Union are actively negotiating the Union's contract which takes time. He cannot speculate how long the negotiations will take but feels that this particular issue should not be delayed. He is concerned with the recent frequency of "stacked" calls, especially in the evenings, and underserving the community. This matter was part of the 2017 CBA negotiations but the Union took it off the table as the District did not have the resources to fund it.
- A recent example from 07 January, two BLS aid calls took two crew teams off the island. There was a third call dispatched at 22:08 that no one responded to. Captain Tonkin was making phone calls to volunteers and the only one to respond was EMT (Chair) Schran-Brown. It took 18 minutes from her home to Station 56. It took 24 minutes to get on scene as she responded by herself. It took 40 minutes to transport an elderly fall victim.
- Chair Schran-Brown read a Beachcomber article. See attached article.
- Vice-Chair McCullough feels that this is both Chiefs duties to schedule staff if it's understaffed for the day. She doesn't feel that the MOU has to be done today if the Chiefs can manage the staffing and fill any holes with overtime. It should be part of the Collecting Bargaining Agreement (CBA). She believes that the District has fulfilled their commitment with hiring the part-time staff which Captain Tonkin states that there is a period of time to get them to become independent EMTs. She expressed that she wished she would've gotten the MOU a day before and had the opportunity to chat with the Chiefs. Out of respect for the Chiefs she is not in favor of approving today.
- Firefighter Davidson reiterates the same concerns Captain Tonkin has, the same explanations on the process of negotiations and adds that this MOU will ensure that the career shifts will have a minimum of three and doesn't mean the District is hiring more people for each shift.
- Commissioner Johnson had the impression that the staffing of two was minimal throughout the year with the current schedule. However when he talked to Captain Tonkin there are eight occurrences between now and June. That is more than a rare amount. This should be addressed sooner than later. Volunteers are an unknown factor; you don't know who is going to be there and their capabilities as with the career if there was a minimum of three there is a known factor, people that can operate fire and EMS scenes. It's still inadequate for a structure fire but it at least gets our foot in the door.
- Chair Schran-Brown concurs with Commissioner Johnson and adds that absenteeism, illness and injury will compound the problem.
- Commissioner Hoffman is in agreement with having the Chiefs fill in the holes with overtime and to resolve this matter in negotiations.
- The Board asks the Chiefs' opinion. Chief Krimmert says that he has been supportive in the negotiations for three minimum staffing. If you do it now or do it later the result is the same, the holes will be filled with overtime. Assistant Chief also agrees and very supportive.
- Commissioner Staczek is supportive to the three minimum staff.

MOU Approval

Motion by Commissioner Staczek:

"I move that we approve Memorandum of Understanding regarding the three minimum staff."

MOTION PASSES, 4

ABSTAIN, 1

Old Business

SOP 2206 Alcohol and Drug Use (TABLED)

Resolution 17-378 Changing Frequency of Board Meetings

Approval of Resolution 17-378 Changing Frequency of Board Meetings

Motion by Commissioner Staczek:

"I make a motion of a resolution of the Board of Commissioners of King County Fire District No. 13, changing the frequency of regular meetings."

RESOLUTION APPROVED, 5-0

General Comments

- Commissioner Hoffman would like anyone who needs to talk and/or discuss matters to give him call anytime.
- Awards Banquet on 10 February
- Career, Volunteers and Paramedic (Commissioner) Johnson were at Thriftway to raise money for Leukemia and the Lymphoma Society. With AC Larsen's permission they brought the Stairmaster and was able to raise $1,281.58 in over three hours. The Firefighter Stair Climb at the Columbia Tower is on March 11 with a large team of eight to nine people.
- Susan Wolf thanks the board for supporting the MOU.
- Ron Smothermon also thanks the board for supporting the MOU.

For the Good of the Order

Documents Signed

The next Regular Meeting will be on Wednesday, 02/28/2018 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Rm

Approved this 28 day of FEB, 2018.

Brigitte Schran-Brown, Chair

Jojo Weller, District Secretary