

**VASHON ISLAND FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS**

Minutes

**Date:** 02/23/16

**Time:** 6:30 p.m.

**Place:** 10020 SW Bank Rd., Vashon, EOC

**REGULAR MEETING**

- 1   **Present:**     Hank Lipe, Chief  
2                   Candy McCullough, Chair  
3                   Brigitte Schran-Brown, Vice-Chair  
4                   David Hoffmann, Commissioner  
5                   Camille Staczek, Commissioner  
6                   Ron Turner, Commissioner  
7                   Susan Wolf, District Secretary
- 8   **Absent:**     George Brown, Assistant Chief
- 9   **Guests:**     Rick Wallace, Bill Buchanan, Joey Mayorkinos and Joe Wolf.

10 **Amendments to Agenda**

11 None.

12 **Approval of 02/09/16 Minutes**

13 Motion by Commissioner Hoffmann:

14                **“I move we approve the 2/9/16 minutes.”**

15 **MINUTES APPROVED, 5-0**

16 **Voucher Approval**

17 Motion by Commissioner Turner:

18                **“Having properly reviewed the vouchers, I move that we approve the referenced**  
19 **vouchers and transfers as detailed in Administrative Memorandum 2.09.16-1.”**

20 **MOTION PASSES, 5-0**

21 **Chiefs’ Reports**

22 *Chief Lipe:*

- 23       • He just received a notice that the Labor Union has filed an unfair labor practice with the  
24       Public Employment Relations Commission (PERC) regarding light duty administration. He  
25       will pass information along to Board later in the week.
- 26       • The administrative staff went to a BARS Integrated Accounting System (BIAS) conference  
27       last week and Susan Wolf was asked to share with the Board the subject matter. BIAS is our  
28       new accounting software provider, so the conference explained the screens and shortcuts to  
29       enter items both in Payroll and Accounts Payable. There were speakers from the State

30 Auditor's Office and Labor and Industries. There was also instruction on billing the State  
31 Mobilization office for leased equipment and personnel to fight wildfires. There were 30  
32 wildfires in Washington last year compared to three the year before.

- 33 • During the Legislative Day, one of the issues concerning local fire chiefs and commissioners  
34 has to do with the transportation of oil across jurisdictions and updating a report assessing the  
35 response capabilities of the affected fire districts/departments in case of an incident. Chief  
36 Lipe stated that it is looking positive for this analysis to be conducted.

37  
38 **Commissioner Schran-Brown**

- 39 • Commissioner Brown has a proposal which she called a "Course in Morale 101." She  
40 explained that she has two graduate degrees, one of which concerns personnel and the health  
41 of organizations. She would like the Board to set up a retreat sometime early summer, not  
42 just to discuss financial goals but morale health. She would keep the cost for the retreat low,  
43 but in a nice place with volunteer speakers. Consensus was that it was a great idea,  
44 especially concerning the possible medic transition.
- 45 • The Chair asked Board members to look at calendars and sometime in March decide which  
46 Saturday in June to have the retreat, however it would need to be after the first weekend  
47 because that's the weekend of the Emergency Preparedness exercise, "Cascadia Rising."

48 ACTION ITEM: Commissioners to check their calendars for a Saturday in June for the retreat.

49 **New Business**

50 VOV Lease Agreement - Cell Tower: Rick is here to speak about a request to lease some  
51 space on the cell tower. They would install three WiFi radios and conduct a frequency  
52 analysis to make sure it doesn't interfere with our current radio signals. If it were to  
53 interfere, the radios would be turned off. The new radios are 5.2 GHz.

54 Motion by Commissioner McCullough:

55 "I make a motion that we allow VashonBePrepared to rent a space on the cell  
56 tower."

57 The Board expressed appreciation for the support Rick Wallace provides.

58 **MOTION PASSES, 5-0**

- 59 • Rick Wallace explained about the Public Input Support Team (PIST) – an unfortunate  
60 acronym. The Strategic Plan Oversight Team (SPOT) created this subgroup. So the PIST  
61 would go out into the community to find out what people care about so those needs can be  
62 addressed in the Strategic Plan. In the second phase, the team would present alternatives to  
63 the public for input. He recommended we embrace the medic transition and ask the public  
64 what their concerns are and then work on the strategic plan.

65 **Old Business**

66 Q/A Committee

67 Camille & Brigitte will receive Candy's notes and come up with a plan for the future.

68 Medic One Proposal Update

69 Nothing to report.

70 Strategic Plan Update

71 Done.

72 [Mr. Wallace exits]

73 **General Comments**

- 74 • Commissioner Schran-Brown will be off to Spokane.  
75 • Secretary Wolf advised the Board that twice over the next year the Board will be approving  
76 volunteer points on the same day as they are paid, however the Board meeting is at 6:30 p.m.  
77 and the transfers do not take place until midnight. Both the Fire Chief and Commissioner  
78 Turner review expenditures well before the meeting.

79 **For the Good of the Order**

80 The gator is in service and the question was asked if a "christening" by Grannie's Attic was  
81 arranged. Chief Lipe will check with Firefighter Davidson to see and let the Board know.

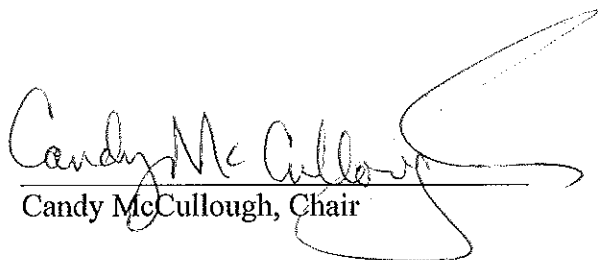
82 ACTION ITEM: Chief Lipe to check on gator christening.

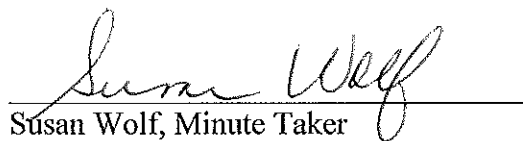
83 **Documents Signed**

84 The Chair adjourned the meeting at 6:52 p.m.

85 *The next Regular Meeting will be on 03/08/16 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 8 day of March, 2016.

  
Candy McCullough, Chair

  
Susan Wolf, Minute Taker