VASHON ISLAND FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS

Minutes

Date: 03/28/2017
Time: 6:30 p.m.
Place: 10020 SW Bank Rd, EOC Room

REGULAR MEETING

Present: Camille Staczek, Chair
David Hoffmann, Commissioner
Brigitte Schran-Brown, Commissioner
Candy McCullough, Commissioner
Ron Turner, Commissioner
Charles H. Krimmert, Fire Chief
Assistant Chief Robert Larsen
Susan Wolf, Minute Taker

Amendments to Agenda

- On the agenda, SOGs should read SOPs.

Motion by Commissioner McCullough:

"I want to make a motion to table item 7a."

MOTION PASSES, 5-0

Approval of 03/14/17 Minutes

Motion by Commissioner Hoffmann:

"I make a motion to approve the 03/14/17 minutes."

MINUTES APPROVED, 5-0

Voucher Approval

Motion by Commissioner Hoffmann:

"I move that we approve the referenced vouchers as detailed in Administrative Memorandum 03.28.2017-1."

MOTION PASSES, 4-0; 1 abstention

- Commissioner Turner will resume reviewing the vouchers.

Chiefs' Report

Chief Krimmert:

- Twice in the past week we had all four aid cars engaged at once. Aerial and pump classes are taking place with more in April. We've had 364 dispatched calls with an average of 386 last year at this time.
- On the 20th, the Chief held an all-volunteer meeting. Twelve were in attendance and they had a frank and candid conversation. He expressed appreciation of those who participated.
- He's in the midst of preparing an Executive Summary of staff and other items. Regarding the fleet, he's provided a first draft to Brett (Maintenance Supervisor) and Bob (Assistant Chief) to review. The House 56 exhaustive system has been tabled; he will address this at a later time.
- While the Chief will also address the finances later, we should be receiving another $100,000 mid-year from the ALS transition in 2016. Next meeting, he will provide a first quarter financial review.
- Enumclaw Fire will now be dispatched by ValleyCom. Because of the growth of radio traffic on "Fire 2," ValleyCom has instituted a rule they will no longer issue a medical short report. It will be on the MDTs but not on radio traffic.
- A question was asked about the volunteer meeting. The Chief answered that what was most rewarding was that in group, people are not usually candid. This meeting was the opposite; it was relaxed, candid, with a lot of joking and he now has some things to work out.

A/C Larsen:

- We had hose testing last week with an extremely small failure rate – just six lengths of hose.
- On Monday he will receive a monthly update on our recruits; so far they are both doing really well.

New Business

House 56

TABLED

SOP 1004 – Purchasing

- This policy revises the process from a hard copy/paper form, then Ganser software to the new BIAS accounting software.

SOP 1021 – Expense Reimbursement

- We adjust the IRS mileage reimbursement rate each year; this year it's down. Every few years we check government rates for per diem, which is up slightly and also the process for per diem changed slightly.

District Overviews

- Chief Krimmert presented a written overview outline. He stated that we need to look at global issues, more than just finance, in order reflect the best District information. He wants to inform the Board where the District is now, especially since this is a transitional year, then share that with the community. We've been doing business for 75 years now and we need to strengthen our position for the future. The last we asked the community for more funds was in 1992 - two and a half decades ago. Our career staff has increased 10 times; volunteers both on and off the island are at all-time lows, with more off island than on. The community is expecting services as if we are in an urban setting service-wise but we are without the resources to support it.

- On April 11, he'll first have a report on staff. Followed by a report on the fleet; we have 23 cars, trucks and apparatus. Third, he'll discuss facilities; all five fire stations and four other buildings. Fourth, the Chief will analyze our mission response statistics. Fifth, he'll address funding the future. Lastly, he will assemble a small group of community leaders. Then we can focus on tomorrow and how we can use the previous opportunities – as well as the consequences of inaction. He is in the process of assembling community members specifically those we feel represent the community and generally bring the community into our review. Question from the Board: If we do have to go to the community for more money, when do we have to file? The answer was August. He'll gather 4-7 community members with someone to act as coordinator.
- Comment from the Board was that the Chief's approach is well organized and a brilliant strategy. The community representatives will have an opportunity look at a draft report. They will offer comments, questions and then Chief will be providing that to the Board. We'll know what we want to ask for in August, if we do this.
- A question was asked about the SPOT members who have worked in the background. Chief Krimmert has communication from the SPOT which will help us be far more effective. He'll make an initial contact to thank them for their work and email them. Board members are welcome to provide handwritten notes. CONSENSUS: This process looks good.

Old Business

None.

General Comments

We're glad to see Ron is back; he was missed.

Thanks to the crews for everyone stepping up with call after call; speaks volumes about their professionalism.

For the Good of the Order

Nothing.

Documents Signed

The Chair then adjourned the meeting at 7:03 p.m.

The next Regular Meeting will be on Tuesday, 04/11/17 at 6:30 p.m.

at 10020 SW Bank Rd, Vashon, EOC Room

Approved this 11th day of April, 2017.

Camille Staczek, Chair

Susan Wolf, Minute Taker

OFFICE OF THE FIRE CHIEF

Chief's Report
for the
Fire Commissioners' Meeting
of
28 March 2017

As a brief overview of the District, focusing on highlights since the board's last meeting, please accept the following information:

1. **Overarching Operational Topics**:
    a. We again engaged all four aid cars on 15 March. Twicw within the time span of a week…

2. **Overarching Training Topics**:
    a. Ladder 55 pump and aerial training is on-going and we are continuing to work to complete overall apparatus training as timely as possible…

3. **Service/Call Volumes**:
    a. As of 07:30, shift change today, the District has responded to 364 calls…
        i. Based on last year's call volume we should be around 386 calls by this date…

4. **Staff/Personnel**:
    a. The 'Volunteers Only' Meeting was attended by some dozen responders and it was very informative, productive and I left very appreciative of the open and frank conversation. Several foundational and important topics were presented and discussed at length. I am assembling several plans to address various concerns…
    b. An executive summary of District personnel and related topics is in the very early drafts stages in support of the agenda's District Overview…
    c. We received eighteen applications for the part-time front desk and administrative staff position…

d. Collective Bargaining with Local 4189 is ongoing...

5. **Fleet**:
   a. The draft executive summary of the fleet continues to be finalized for your review and consideration. Again, now in support of the agenda's District Overview…

6. **Facilities**:
   a. The administration's summary on House 56's vehicle exhaust extraction system is in your packages and is noted on the agenda for presentation and/or discussion…

7. **Financials**:
   a. As Commissioner Brown's request at the last meeting for a financial overview of the District is to follow under District Overview on the agenda I have not incorporated such into this report…
   b. We are investigation and opportunity to secure some additional funding for our previous ALS services via the EMS Advisory Committee. We will keep you apprised of status…
   c. Next month we will present a 'Spent to Date' overview of 2017's first quarter…

8. **Miscellaneous/Noteworthy Topic(s)**:
   a. Assistant Chief Larsen attended a Zone 3 Operations Chief Meeting this morning (28 Mar 17)…
   b. I attended a Valley Com's Operations Board Meeting (23 Mar 17)…
      i. Enumclaw Fire will start being dispatched by Valley Com next month…
      ii. To reduce radio traffic on Fire 2 'short reports', with exceptions, will no longer be given starting the 1st of May…
   c. I attended a Zone 3 Chiefs' Meeting (23 Mar 17)…

Conclusion of Report

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OFFICE OF THE FIRE CHIEF

A District Overview
for the
Fire Commissioners' Meeting
of
28 March 2017

Presentation 1: The Plan

Good Evening. Thank you for this opportunity to speak tonight about the District. I understand there is great interest to specifically discuss the current financial standing of the District however I can reassure you that as we approach the end of the first quarter of 2017 we have not significantly varied from the budget approved last year. With this in mind and for the recent Commissioner request that this evening's agenda include the "*financial status of the organization*" I wish to offer you a more global overview of the District to this end.

The future we face is complex and cannot be summed up simply as a money issue. Yes, we will need more money but we also need more people as they are the heart and breathe of our service. Can one topic be addressed without consideration of the other? No. I believe a series of presentations on the whole of our organization necessary so that decisions moving forward are holistic, thoughtful, well-considered and mindful of our needs as well as our aspirations.

I have been with the District for over 15 years, but I have only been its Fire Chief for two and a half months. It's amazing how much I've learned and how much I still have to learn. I would like to share this information with all of you so we can learn about and better understand the District together; these public briefings will be educational for the entire staff, but my goal is that they be particularly informative to you the Board and the community we protect.

We are in a very transitional year; a new chief, a new assistant chief, new partnerships with Medic One and the South King County Fire Training Consortium, new staff in academy and perhaps most significantly a rekindled desire and excitement to improve our skills, our services and our presence on the island. Perhaps, it is no coincident that it is our diamond anniversary; for 75 years we have worked diligently and served those in need. So as we prepare for the next 75 years, we start the journey by strengthening our organization, clarifying our purpose and renewing our engagement with the community so as to continue more proudly than ever the fulfillment of our mission: the protection of life, property and the island for the next four generations.

We started this journey in 1942, I have yet to fully document how often the District requested additional financial support from the community for our first fifty years. The last time we did ask was in 1992; 25 years ago. In two and a half decades, dispatched calls for help have gone from 600/year to 1,600/year,

paid staff positions have increased almost tenfold, island-based volunteers are now outnumbered by off-island volunteers and their collective numbers are approaching all-time lows. For one-third of the District's history, we have quietly worked in the background doing more with less, occasionally in the spotlight but more often not, unnoticed and unconsidered. We also have changed dramatically as a community. We yearn for and enjoy a rural lifestyle but we expect emergency response times and protection equal to that of an urban setting. Whereas surrounding fire agencies can, and regularly do, ask for mutual aid and assistance from bordering communities, Vashon has no bordering communities. We can ask for mutual aid but with the understanding that such assistance is no less than a half an hour away and more likely over an hour. In an emergency an hour can be a lifetime!

So, to let this conversation focus entirely on money is only a portion of the story, an important piece, but a piece all the same. We need a broad look at all the issues we face to fulfill our mission of protecting Vashon for the next ten years. Starting at the next Commissioners meeting, I will begin a series of briefings. These presentations will compartmentalize the District based on significant components of the organization and will explore them in detail. For example:

The People:	The staff of professionals: career and volunteer alike that serve the community in administrative, business and emergency roles,
The Fleet:	The 23 cars, trucks and fire suppression apparatus we depend on in emergencies and in support of our agency's missions,
The Facilities:	The five 'firehouses' and four other buildings in which our staff work and from which they respond,
The Facts:	The mission critical responses and other statics that represent the island's needs of the District,
The Funding:	What we have, what we get, what we need and the rules and regulations governing all of the District's financials, and,
The Tomorrow:	What steps forward? The opportunities and consequences for our consideration and actions as related to the facts and figures of the previous papers and presentations.

To further insure the quality of these efforts, it is my intent to assemble/appoint a committee of community members to review these briefings for the consideration of opportunities to act upon and consequences of failing to act. Such additional consideration and input by the public will better ensure that the tough questions are asked and that foresight is given to the community's tomorrow. This group will confirm the recommendations ultimately generated by these overviews, thereby allowing you the Board, to make informed and sound decisions as to the appropriate path(s) forward. Thus guaranteeing Vashon Island Fire & Rescue fulfills and excels at its mission of protecting life, property and the island.

Are there any questions?

Thank you for your time and assistance in these matters. I look forward to future and in-depth discussion on these matters and will do all I can as your humble servant to provide you clear facts and information in support of the board level representations and decisions to be made by you in the course of this year.

Conclusion of Presentation

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