# VASHON ISLAND FIRE & RESCUE
# BOARD OF FIRE COMMISSIONERS
Minutes

**Date:** 04/25/2018
**Time:** 6:30 p.m.
**Place:** 10019 SW Bank Rd, Large Classroom

## REGULAR MEETING

**Present:** Brigitte Schran-Brown, Chair (phone-in)
Candy McCullough, Vice-Chair
David Hoffman, Commissioner (arrive 18:33)
Andy Johnson, Commissioner
Charles Krimmert, Fire Chief
Jojo Weller, District Secretary

Captain Tonkin, Susan Reimer

**Absent:** Robert Larsen, Assistant Chief, Camille Staczek, Commissioner

**Amendments to Agenda**

- Old Business – Congressional Fire Service Institute Symposium
- Old Business – Automatic Aid Interlocal Agreement

**New Business**

**Old Business**

**Approval of 03/25/18 Minutes,**

Motion by Commissioner Johnson:

**"I make a motion to approve the 03/25/18 minutes."**

**MINUTES APPROVED, 4-0**

**Voucher Approval**

Motion by Commissioner Hoffman:

**"I move that we approve the referenced vouchers as detailed in Administrative Memorandum 04.25.2018-1."**

**MOTION PASSES, 4-0**

**Chief's Report**

Operations:

- As of shift changed there have been 478 calls about 10 less than last year. Last month there were 19 concurrent calls; this year's concurrent call volume is 72 which is a 20% increase from last year which is a 20% increase from the year before.
- There was an MVA on Dockton Road last week. The crews did an exceptional job. It was the first time we put in service the battery operated extrication tools. One of our youngest firefighters was operating the jaws.
- Fire Academy 18.01 is in their 17th week. The Chief is very proud to announce that there is 100% success rate in written and practical exams for FF1. They are pretesting for Hazmat on Thursday night and the final exam is on Saturday. Graduation is on May 19th at 10:00 at the Vashon Theater.

Staffing

- Former Volunteer Lieutenant Brown is now our Training Specialist. He started on the 16th.
- Contract discussion is ongoing with the local. Chief had a very productive meeting with the local today. He's very excited with the progress they're making. May 10th is the next meeting and two more after.
- The Chief presented the Board with the current District roster as of May. The District has 88 personnel including volunteers and recruits. The District has grown approximately 24% since last year. Of the 88 personnel 58% are first responders. There are 5 FF/EMTs, 6 FFs, 3 EMTS and 11 Fire Support that live on island. 20% on the roster is in their initial training.

Fleet

- There is no significant apparatus issues
- The District purchased a series of new tires for various vehicles which was done yesterday.
- The Chief purchased three self-loading gurneys for the existing aid cars; there is no budget plan for this. They'll match the new aid car which has the same device. They are scheduled to come mid-May due to the price of $25,000 per unit and the District will have the first tax income by then. Commissioner Johnson and Vice-Chair McCullough both agree that this is a great idea to help prevent injuries.
- Another decision made that is already being implemented with little or no cost to the District is swapping out the 250 cft oxygen bottles on the aid cars with half the size of 125 cft bottles. This is an active project and the new aid car will come with the 125 cft bottles. Since the medics have the same size the crew will stage full bottles in the apparatus bay for easier replacement. Kudos to FF Buxton, he's been orchestrating this project.

Facilities

- Nothing substantial except for an apparatus door failure but it has been fixed.
- The training center remodel is ongoing. The computer rack that was under the staircase has been relocated to the bottom of the tower with secured access. The new meeting room has been framed out and the new doors arrive shortly. Actively scheduling for new wiring which is why the walls are not finished. EOC equipment is being ordered and being delivered. Beginning the process of looking at new ceiling tile, new carpet tile, new floor in bathrooms and new paint colors for interior and exterior.
- Chief has met with two, third party vendors for upgrade to the phone system mostly to integrate eight phones for the EOC operation. It's about a $10,000 exposure but it should pay for itself in a year and half as it'll dramatically reduce the phone bill.

Strategic Planning

- Not much progress on the outline of the report because of various projects/issues but both Chiefs have actively been looking at and discussing fire station planning, placement ideas and options.
- The Chief heard back from WA Survey and Ratings Bureau. The findings are solely based on lack of volunteers at three of our five stations and we will see the rating number get bigger which is a negative impact on fire insurance rating. Several houses on the north end, two groups on the south end and unfortunately the bulk of Maury Island will be impacted by this rating conversion. The Chief is waiting for the report that will be officially presented shortly. Chief will be proactive and write an article in the Beachcomber. Chair Schran-Brown suggests maybe tying this article in with volunteer recruitment.

Finances

- The end of first quarter report is presented to the Board which is the entire budget and not just the summary. The bottom line is the District is running expenses under 25% forecast and

the income is at 15%. There are a couple of categories with excessive expenses, one is training which is up 49% for the reason of two Fire Academies and the purchase of a burn prop. However, training should stabilize as the Fire Academies will generate income. Another category over budget is equipment at 34% due to the Chief making the decision to buy Mobile Data Terminals (MDTs) for the aid cars for better access to ESO, the website where patient files are digitally reported. The crews are very happy with these terminals. The District has been fortunate to not have to withdraw more than 400K from the reserve account to keep things operational. With tax income coming in now the District should be fine without taking from the reserve account again.

- The Chief is meeting with the District's Quartermaster Captain Munger on Tuesday. They've established a purchasing schedule. They'll start with the oldest gear and replace four to five next year. The District will get into a 10 year cycle so there will be 10 new bunker gears.
- The District needs new roofs on station 56, training center and station 55.
- This quarterly budget report will be available online.

Motion by Commissioner Hoffman:

**"I make a motion to approve the monthly budget report."**

**MARCH BUDGET APPROVED, 4-0**

- Chief would like to hire a consultant for help with AT&T and Sprint cellular tower contracts. Sprint is actively communicating with the Chief. They sent their new terms that the Chief doesn't think are positive for the District. He is looking for expertise support. AT&T expires in 2021 any payment from them is a huge win as they currently don't pay anything. One of the consultants that Chief talked to suggests that it would likely be a 400% increase. Chief would like to make the Board aware of his search for a consultant and get their blessing for moving forward to hire. The Board agrees this is to the District's advantage and gave their approval. Commissioner Johnson appreciates all the work that Chief has put in.
- Unfortunately the District didn't get the grant for additional SCBAs. The administration is determining what the District needs as a bare minimum and how they are getting assigned. The purchase should the District need them will be tied with new apparatus purchases.
- The WA State Insurance Commissioner has finished their investigation on the YourCall Program complaint however they have not rendered a decision.

Community Outreach

- On March 31, the Chief presented at a NERO community meeting on home safety and fire extinguisher use. On April 06 the Chief was invited to welcome a new group of CERT members to their first training. Also on April 06 the Chief went on the First Friday walk. He didn't feel as engaged with the community as last month's First Friday.
- This past Saturday the District was represented at the annual Earth Day Fun Run held at the high school. There was some staff staging at the run. It went well. The District participated last year and the PTSA asked for the District's involvement again this year.
- Yesterday evening the Chief attended WSF's Long Range Planning presentation at the high school. Their forecast for the island is very different from the Chief's. He plans to do homework on his and WSF's figures to understand the difference. The Chief made a commitment to attend their May 17th meeting in city.

**New Business**

Vice-Chair McCullough attended the Congressional Fire Service Institute Symposium last week. Two important topics are the funding for the Safer Grant and National Fire Chiefs Academy. She

and three Fire Chiefs, a Fire Marshal and a Fire Association member asked congress to increase funding for the 2019 Safer Grant from 45M to 50M. They also asked for an increase with the National Fire Chiefs Academy funding who only accepts 250 Fire Chiefs for Chief Officer training but there are approximately 2,000 Fire Chiefs. Relative to District, volunteers can get a tax break for their property tax in Washington of up to $600. The federal government offers $380/$390 but that will probably get changed to be across the board. However, this money is considered income so it gets taxed. Derek Kilmer who handles appropriations is in favor to change this system. This program started a year and a half ago. Home sprinklers are still on the agenda on the federal and state level.

**Old Business**

a. SOP 2206 Alcohol and Drug Use (TABLED)
b. Automatic Aid Interlocal Agreement
    - With approval from the Board the Chief will execute this agreement and bring to the Zone 3 Fire Chiefs. The Zone 3 Fire Chiefs will start to set criteria and the District can set some criteria in addition. The Chiefs will send it out for review and comments before finalization.
    - Chief will meet with Valley Communications and the Zone 3 Fire Chiefs tomorrow to go through some of the protocol changes.
    - Vice-Chair McCullough attended a KC Fire Chiefs meeting on the 11th and noted that our legal advisor was there as well. He talked about how volunteers can be utilized and as long as the volunteers are staffed on shift then they can respond and be counted in. Volunteers coming from home cannot respond they have to be on shift. The odds of the District to be called upon with minimum staffing and the distance are minimal but the District can use the help if they were tapped out. The District also has the right to say they can't support aid if they have minimum staffing.
    - It's a good program to have setup for automatic aid support in case the island needs it.

**General Comments**

**For the Good of the Order**

- Vice-Chair McCullough asks for a moment of silence for Paramedic/Firefighter Erik Shouse of Snohomish 7 who was also the Fire Commissioner for Camano Island. He passed away on Sunday at his home.
- Board Chair Schran-Brown asks the Commissioners to come up with a plan to better engage with the community. She would like the Commissioners to move forward with this and bring ideas to the next meeting.

**Documents Signed**

Adjourned 19:09

Approved this 23 day of May, 2018

*The next Regular Meeting will be on Wednesday, 05/23/2018 at 6:30 p.m. at 10019 SW Bank Rd, Vashon, Large Classroom*

Candy McCullough, Vice-Chair

Jocelyne Weller, District Secretary