

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

Minutes

**Date:** 06/28/16

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

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

**REGULAR MEETING**

1 **Present:** Candy McCullough, Chair  
2 Brigitte Schran-Brown, Vice-Chair  
3 David Hoffmann, Commissioner  
4 Camille Staczek, Commissioner  
5 Ron Turner, Commissioner  
6 Robert Larsen, Assistant Chief  
7 Susan Wolf, Minute Taker

8 **Absent:** Chief Lipe

9 **Guests:** Susan Reimer of the Beachcomber, Alice Larson, Barbara Huff, Alicia Bennett, and  
10 various members of the duty crew.

11 **Amendments to Agenda**

12 The Chair adds, "Thanks to Hank" to New Business.

13 **Approval of 06/14/16 Minutes**

14 Motion by Commissioner Hoffmann:

15 "I make a motion to approve the minutes of 06/14/16."

16 **MINUTES APPROVED, 5-0**

17 **Voucher Approval**

18 Motion by Commissioner Staczek:

19 "I move we approve voucher 160606001 in the amount of \$284,009.49.

- 20 • This is the voucher for purchasing the new SCBAs, for which we received a grant.  
21 • The second part is that a small sum of grant money was left over and we are awaiting  
22 permission to use it for a new compressor to fill the new bottles.

23 **MOTION PASSES, 5-0**

24

25 Motion by Commissioner Staczek:

26 **"I move that we approve the referenced vouchers as detailed in Administrative**  
27 **Memorandum 06.28.2016-1."**

28 **MOTION PASSES, 5-0**

29 **May Financial Report**

- 30 • At the end of May, 45.9% of revenues have been received with only 37.4% of expenses  
31 having been made.

32 Motion by Commissioner Turner:

33 **"I move we accept the May financial report."**

34 **MOTION PASSES, 5-0**

35 **Chief's Report**

36 *Rick Wallace – Cascadia Rising Follow-Up*

- 37 • The Cascadia Rising exercise generated worldwide interest. Rick has received dozens of  
38 phone calls from all over the world.
- 39 • It took two years of planning for a regional exercise of this size, based on six objectives or  
40 core competencies. There were 425 injects that came in two days; two-thirds on the first day,  
41 with telecoms down so only ham radio and email could be used.
- 42 • There was participation of 59 individuals on the EOC team; 25 Auxiliary Communications  
43 team (Ham radio); 53 CERT; 12 Medical Reserve Service Corp (MRSC); and 23 Voice of  
44 Vashon volunteers who gave mock broadcasts.
- 45 • There were four test runs of CERT of rapid assessment; now version two is in the chute. It  
46 was a marvelous team effort.
- 47 • There was a breakdown in the King County emergency center which received 90 precut  
48 orders.
- 49 • The National Guard provided training to 30 CERT and 5 MRSC for three hours. The  
50 medivac chopper came to Sunrise Ridge, and the National Guard taught them how to  
51 package a patient and load into chopper, including doing it safely with the rotors turning.
- 52 • Successful evaluations of operations under the tent command post. Chief Larsen said it was  
53 very successful in how it worked and what we learned. Rick went on to say, "We knew we  
54 were trained to think and solve problems and enough went wrong that we learned a lot."
- 55 • It was a Type 1 Activation with operations, planning, Incident Action Plans with ICS204 unit  
56 assignments. It worked well to have two commanders: one with Chief Larsen for Life  
57 Safety and one in the EOC for the community.
- 58 • They tested the marine emergency response team with private boats checking the shoreline  
59 and performing radio checks. The question was asked if they could become a Coast Guard  
60 flotilla. The answer was that it is a rather bureaucratic process. While a flotilla could be  
61 designated to check around the island, however once the boats go to the other side  
62 (mainland), the Coast Guard is in charge.
- 63 • The International National Guard camped out on Sunrise Ridge and they coordinated well  
64 with members from the UK and Canada. VIP tours included folks from Asia.
- 65 • Rick is reviewing a stack of feedback forms to draft an After-Action Plan. The final will go  
66 to King County as part of their HSEEP (Homeland Security) process. Pending funding will  
67 help us design an EOC and communications in the Farcy building. That will result in more  
68 room so the EOC team can collaborate better and have more room for displays. The second

- 69 advantage, which makes the chiefs enthusiastic, is it would result in a state-of-the-art  
70 Training Center from the same money.
- 71 • Rick invited the Board to the EOC's meeting typically held on the first Wednesday of the  
72 month, so July 6 at 6:30 p.m. to review the draft for comments. One thing learned is that  
73 they need more people. The EOC team needs three times the amount for manning all shifts  
74 for weeks – if it was a real event. Centralizing situational awareness with an intelligence  
75 section reviewing Facebook, Twitter, KOMO 4, what are people saying and how is it feeling  
76 out there.
  - 77 • The big issues are fuel, food and water. Fuel is important to move goods and people. If the  
78 power is out, generators and vehicles are running but there's only one day of fuel on the  
79 island. Joe Ulatoski spoke up and said to figure eight hours and "you're out of business.  
80 You need people." This exercise had two years of preparation, but an earthquake doesn't  
81 give two year's warning. This exercise was so important some people took vacation time off  
82 work in order to participate.

83 *Chief Larsen:*

- 84 • Gator training is happening and one-half dozen members are qualified on hard surface, which  
85 was conducted first in readiness for Strawberry Festival.

86 ACTION ITEM: Chief Larsen to register the gator with ValleyCom

- 87 • Three of the new extrication tools have been placed on an engine. A fourth tool is mounted  
88 on a wall next to an aid car. It was not stored on the aid car in case the aid car was  
89 transporting off island making the tool unavailable.
- 90 • SCBA training by the manufacturer is ongoing. Everyone is getting familiar with the bottles  
91 and packs; volunteers will be next.
- 92 • He has received two prices for the Station 56 pin piles repair on the front two bays to prevent  
93 settling so the doors will continue opening. He will soon make a decision to get the repair  
94 started.
- 95 • The District has received a \$2,100 grant from Rotary for an inflatable paddle board to travel  
96 safely across the water to rescue people. It's a great piece of equipment and two people have  
97 certified as rescue swimmers. Two more will be certified next week and eight more later.  
98 Over a dozen people will be trained. The paddle board came with a pump that inflates it in  
99 less than 60 seconds. We thank the Rotary for their generous donation.

100  
101 **New Business**

102 Resolution 16-348 – Signature Authority for Financial Institutions

- 103 • Secretary Wolf explained that this Resolution will allow the deletion of the former  
104 Assistant Chief and Fire Chief from both bank accounts and allow the interim  
105 Assistant Chief Robert Larsen to have signature authority on the accounts to conduct  
106 the business of the District.

107 Motion by Commissioner Staczek:

108 **"I move that we approve Resolution 16-348, granting signature authority to**  
109 **Robert Larsen, interim Assistant Chief, for both the US Bank account and the accounts**  
110 **at Puget Sound Cooperative Credit Union; deleting Henry Lipe and George Brown."**

111 **MOTION PASSES, 5-0**

112 Interim Facilities Manager

- 113 • Chief Larsen asks to defer this discussion to Executive Session.

114 SOG 3003 Use of Exercise Facility

- 115 • The Board is being advised of the updating of this guideline which includes the  
116 definition of the Fitness Committee, which has been already in operation for some  
117 time. It will also allow the posting of rules and committee contact names and allow  
118 retirees of the District to use the facility. The Board recommended a small change in  
119 grammar.

120 **Old Business**

121 Closure of the Franciscan Clinic Update

- 122 • Susan Reimer commented that there will be a public meeting July 8 that will be  
123 announced in tomorrow's paper. State Senator Sharon Nelson and Representative  
124 Eileen Cody have met at the King County Executive's office with a couple of  
125 federally funded healthcare providers and the Sunrise Ridge board. Apparently  
126 Franciscan will honor their lease of the building until February 2017, but vacate it in  
127 August, so another entity could occupy the space and continue care. Nothing is a  
128 done deal, but Vashon could qualify as an "underserved area" and those involved say  
129 they are cautiously optimistic.
- 130 • Chief Larsen advised there may be a gap in service so the Fire District is looking at  
131 offers from two different districts (#44 and Eastside Fire & Rescue) to send over an  
132 aid car with volunteers to assist us.
- 133 • Susan Reimer encouraged the Board to attend the July 8 meeting.

134 Medic One Proposal Update

- 135 • Chief Larsen spoke with Michele (Plorde) and may have an update to add the July 12  
136 meeting.

137 Q/A Committee

- 138 • They have started work on evaluation criteria for personnel and volunteers for order  
139 and structure to that process.

140 Strategic Plan Update

- 141 • Work on the strategic plan is being held in abeyance until the clinic closure has been  
142 resolved.

144 **General Comments**

- 145 • Comment/question from Barb Huff who asked if anyone was considering the clinic closure  
146 with the timing of the medics transitioning. The answer was that it is all being taken into  
147 account and the attempt is to make things better. The assurance was that the Board would  
148 not put the public in jeopardy.
- 149 • It might be good for the Board to consider issuing a letter of commendation for retiring Chief  
150 Lipe, thanking him for his eight years of service.

151 ACTION ITEM: Susan Wolf to compose a Letter of Commendation for Chief Lipe who has done a  
152 fabulous job finding creative solutions to meet issues facing the District.

153  
154 **For the Good of the Order**

155 Over 170 people attended the Cascadia Rising exercise. Rick Wallace and Joe Ulatoski were the  
156 driving forces behind that. A letter to the Editor thanking them and all the other volunteers would be  
157 appropriate.

158 ACTION ITEM: A letter to the Editor should be sent to the Beachcomber thanking Rick Wallace,  
159 Joe Ulatoski and the 170 members of the VashonBePrepared coalition.

160 **Documents Signed**

161 EXECUTIVE SESSION

162 The Executive Session was held pursuant to a provision of RCW 42.30.110(1)(g): To evaluate the  
163 qualification of an applicant for public employment or to review the performance of a public  
164 employee.

165 The open meeting was closed to Executive Session at 7:35 p.m. At 7:50 the session was extended  
166 for 20 minutes by Commissioner McCullough. The Executive Session concluded at 8:06 p.m. and  
167 was opened to the public.

168 Motion by Commissioner McCullough:

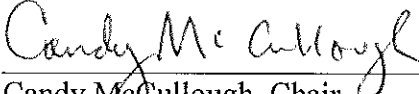
169 **“I make a motion to authorize Assistant Chief Larsen to extend an offer to fill the**  
170 **Facilities Manager Position on an interim basis. Union membership is required.”**

171 **MOTION PASSES, 5-0**

172 The Chair then adjourned the meeting at 8:08 p.m.

173 *The next Regular Meeting will be on 07/12/16 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 12 day of July, 2016.

  
\_\_\_\_\_  
Candy McCullough, Chair

  
\_\_\_\_\_  
Susan Wolf, District Secretary