

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

Minutes

Date: 08/09/16

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 Ron Turner, Commissioner
5 Robert Larsen, Interim Assistant Chief
6 Susan Wolf, Minute Taker
7 **Absent:** Camille Staczek, Commissioner (excused)

8 **Amendments to Agenda**

9 Chair McCullough adds "National Association of Elected Fire Officials" to New Business.

10 **Approval of 07/26/16 Minutes**

11 Motion by Commissioner Hoffmann:

12 "I move we approve the minutes of 7/26/16."

13 **MINUTES APPROVED, 4-0**

14 **Approval of the 07/28/16 Special Meeting Minutes**

15 Motion by Commissioner Hoffmann:

16 "I move we approve the minutes of 7/28/16."

17 **MINUTES APPROVED as amended, 4-0**

- 18 • The upper range of the salary for the new Fire Chief position is corrected to \$145,000.

19 **Approval of the 08/02/16 Special Meeting Minutes**

20 Motion by Commissioner Hoffmann:

21 "I move we approve the minutes of 08/02/16."

22 **MINUTES APPROVED as amended, 3-0;**
23 **one Commissioner was recused.**

- 24 • The word "supported" is corrected to "upheld" in the motion.

25

26 **Voucher Approval**

27 Motion by Commissioner Hoffmann:

28 **“I move that we approve the referenced vouchers as detailed in Administrative**
29 **Memorandum 08.09.2016-1.”**

30 **MOTION PASSES, 4-0**

31 **Chief’s Report**

32 *Chief Larsen:*

- 33 • He met with the training consortium board, as he is a member and will formulate a report.
34 The cost for next year is up slightly by \$274; the annual cost total for training 18 personnel is
35 \$88,854. It will be less with the medic transition.
- 36 • The District sent the brush truck and three people to the Prosser fire for which we will
37 receive \$3,044 for the use of the truck.
- 38 • The PSE upgrade to the lighting is done.
- 39 • Station 56’s project is underway.
- 40 • Last Friday Chief Larsen met with the CEO of Neighborcare Health and two of his Board
41 members. It was a positive meeting, very insightful and he left with the feeling Neighborcare
42 is coming here ready to go to work. Their intention is to draw back all the patients who have
43 left and who have gone to other doctors.
- 44 • They are now in the process of credentialing all the current providers and when that is
45 accomplished in a couple of weeks, they will be placing them in their Highpoint clinic on
46 35th in West Seattle. The doctors will be over there for the interim period. Their target date
47 for opening the clinic is mid- to late-September. Since the administrative staff consisted of
48 Franciscan employees who have been placed in other facilities, Neighborcare will have to
49 hire staff but the doctors intend to stay.

50 **New Business**

51 Additional Commissioner Signature Needed for Bank

- 52 • Secretary Wolf explained that our accounting firm BIAS has recommended, since we
53 will be without a chief for a period of time, a Commissioner should be named as the
54 Chief Officer on our bank account that controls the District credit cards. She had
55 prepared resolutions depending on who the Board selected as Chief Officer this date.
56 That commissioner will need to pass a credit check.

57 Motion by Commissioner McCullough:

58 **“I move that Ron (Turner) be selected as the designated Chief Officer on the**
59 **District Bank account.”**

60 Seconded by Commissioner Schran-Brown.

61 **MOTION PASSES, 4-0**

62 Resolution 16-349 Amending Resolution 96-208 Regarding Imprest Fund

- 63 • Secretary Wolf explained that every month a small amount of interest is earned on
64 our Imprest Fund. Every month we have to transfer it to another account in order not
65 to be in violation of Resolution 96-208. This resolution would amend the original

66 resolution to allow the administrative staff to withdraw the interest once a year and
67 deposit it in the General Fund. The monthly interest is \$0.14 - \$0.16.

68 Motion by Commissioner Hoffmann:

69 **“I move we approve Resolution 16-349.”**

70 **MOTION PASSES, 4-0**

71 **National Association of Elected Fire Officials (NAEFO)**

- 72 • The NAEFO conference is September 19-20. Chair McCullough asks for
73 authorization to attend. Classes include: risk leadership, ethics and morals,
74 community paramedicine – a subject which is brewing across the nation. The costs
75 are \$150 for registration and \$43 a night for lodging. Some lunches are included.

76 Motion by Commissioner Turner:

77 **“I move we send you to the conference.”**

78 **MOTION PASSES, 4-0**

79 **Old Business**

80 Closure of the Franciscan Clinic Update

- 81 • Everyone knows we staffed up for the next two weeks (due to the clinic closure). So
82 far, we’ve had two calls related to the closure. But just because we haven’t
83 experienced a large increase in calls, doesn’t mean we won’t.

84 Medic One Proposal Update

- 85 • Michelle Plorde said things are moving along and looking positive. She’s been
86 working with Local 2585.

87 Q/A Committee

- 88 • Commissioner Schran-Brown has been doing research and found evaluation forms.
89 She also discovered that Susan Wolf has knowledge and training in formulating
90 evaluations.

91 Strategic Plan Update

- 92 • Commissioner McCullough made contact with Alice Larson who acknowledged that
93 some interviews had taken place in the community, but the Public Information
94 Strategic Team (PIST) has put that effort on hold until the health center situation is
95 resolved. They’ll take it up again after it is determined that Neighborcare Health will
96 definitely be coming here. PIST operates independently of the Strategic Plan
97 Oversight Team (SPOT). Team members have been asking to get together and have
98 called Commissioner Schran-Brown to ask what’s going on. Once the clinic situation
99 is resolved, they will reconvene. At present we are on “pause.”
- 100 • In answer to a question, the PIST will be gathering information, but not putting out
101 the presentation that former A/C Brown made. There will be several meetings with
102 the public so the Board can work on future plans.

103 **TABLED**

104

105 General Comments

- 106 • Jim (visitor) asked if our response times have improved. He was told that the annual report
107 which the District makes public each year has response times in it. He was provided a copy
108 after the meeting.
- 109 • Jim then asked if Narcan (medicine) for opiate overdoses is carried on our medic rigs and if
110 the King County Sheriff's deputies also carry it. He was advised that our medics do carry it
111 in their kits, but he has to ask the KCSO about their deputies. It is not believed they do. On
112 the island, VIFR is usually first on the scene of a 9-1-1 (medical) incident.
- 113 • Jim went on to comment that forest fires scare him. July 4th people were shooting off
114 fireworks next to dry forest. He described where he lives near the forest surrounding two
115 schools and the pool. He asked that the fire district plan strategically to defend that forest
116 and protect the schools. He was advised that's what we do as a fire district.

117 For the Good of the Order


- 118 • The Chair asked for a moment of silence for the Pierce County man who killed his nephew,
119 then himself.

120 Documents Signed

121 Having no further business to come before the Board, the Chair adjourned the meeting at 7:14 p.m.

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

Approved this 30 day of Aug, 2016.


Candy McCullough, Chair


Susan Wolf, District Secretary