



Vashon Island Fire and Rescue
10019 SW Bank Road PO Box 1150
Vashon WA 98070 206.463.2405 206.463.2954 fax
www.vifr.org administration@vifr.org

BOARD MEETING MINUTES

Date: 30 September 2020

Time: 18:30

REGULAR MEETING

Present: Candy McCullough, Chair (Webinar)
Camille Staczek, Vice-Chair (Webinar)
Dave Hoffmann, Position 05 (Webinar)
Brigitte Schran-Brown, Position 03 (Webinar)
Andy Johnson, Position 01 (Webinar)
Charles Krimmert, Fire Chief (Webinar)
Robert Larsen, Assistant Chief of Operations (Webinar)
Rebecca Pollock, District Secretary (Webinar)

Welcome

Amendments to Agenda

District Secretary Pollock requested that an Agenda item be added under New Business:

1. Shore Based Water Rescue Article Discussion and Approval

Approval of 08/26/2020 Minutes

Motion by Commissioner Johnson:

"I make a motion that we accept the minutes from the 08/26/2020 meeting."

**MINUTES APPROVED, 4-0
CHAIR MCCULLOUGH ABSTAINED, 1-0**

Voucher Approval

Motion by Chair McCullough:

"I move we approve referenced vouchers as detailed in Administrative Memorandum 09.30.2020-1."

MEMORANDUM APPROVED, 5-0

Assistant Chief Larsen Report:

- See Assistant Chief's Report
 - 1.a. 21 positive cases of COVID on the island.

- 1.a.i. Vashon Fire has transferred one individual who tested positive on a MVA response back in August.
 - 1.a.ii. One Responder tested positive for COVID after a duty shift resulting in a 14-day quarantine for all those members potentially exposed. All those quarantined tested negative.
 - 1.a.iii. - vi. PPE usage and response protocols continue to be monitored and modified to best protect our members during the pandemic.
 - 1.a.vii. Fire District facilities are still closed to the public pursuant to Governor Inslee's proclamations and phased approach.
 - 1.a.b. and c. The EOC and MRC remain active.
 - 2.a. We have 7 swimmers who have completed the last leg of their training and are ready to enter the water.
 - 2.b. Fourth Quarterly Drill will be November 5, 2020.
 - 2.c. Firefighter 2 has begun. 6 volunteers and 3 part time employees are attending. The final test will be on Halloween, October 31, 2020.
 - 3.a. Service/Call volume remains low; however, it is coming back up to expected amounts for this time of year.
 - Concurrent call volume is currently at 141. On four different occasions during September, Vashon Fire had three calls occurring at the same time. On one occasion, we had four calls running concurrently. And we have been able to cover everything.
 - 4.a. New lockers have been installed in Station 55 on the west wall for Part Time Employees, Off-Island Volunteers, and Wetsuits.
- Commissioner Hoffmann asked how the District is compensating members who are required to quarantine pursuant to the Public Health COVID response model.
 - Chief Krimmert discussed the meeting that Administration and the Local have scheduled to determine which of five different paths we could take regarding quarantine compensation.
 - Commissioner Schran-Brown asked about the District's discussions with the County regarding the rescue prop.
 - Chief Krimmert discussed the meeting that Administration and the County had during which the County presented the District with a series of zoning, building code, and water management questions to be responded to. Chief Krimmert is working hard in doing the necessary research to put together accurate and appropriate rebuttals to the County's positions.

Chief Krimmert Report:

- See Chief's Report
 - 1.c. Chief would like to thank and praise Firefighter Davidson for once again organizing the September 11th Memorial Service. They have met to discuss more community engagement for next year as it will be the 20th Anniversary.
 - 1.d. Chief would like to thank and acknowledge Ms. Raechel Ehlers for successfully completing and securing her certification in Mediation from King County.
 - 4.a. We are at 55% of forecasted revenues at this time. This should increase as the second half of property taxes start coming in.
 - 4.a. Expenses are at 59% which is below our expected 66% at this time. We are running far less call volume for this time of year than anticipated.

- 4.b. Expenses related to Disaster Preparation are above expected at 73% of target budget. The remaining nine categories are below budget.
 - 5.a.i. We have asked District Counsel to write a letter to King County Housing Authority advising them that they are legally obligated to contract with us pursuant to RCW.
 - 5.b. Administration has begun negotiations with the Local. Their Bargaining Agreement expires at the end of the year.
 - 5.c. The District has entered a three-year contract for ~\$10,000 per year with Stryker for gurney and gurney lift maintenance.
 - 7.a. The crews, TS Brown, and Chief Krimmert attended a neighborhood 'field day' at Corbin beach to discuss the community's fire fighting capabilities and the AED that was secured for the community. They provided the District 'Hardware Store' gift cards as a thank you. These cards will be used to help fund lunch at the upcoming Quarterly training.
 - 7.b. DOVE will be providing training regarding better serving victims of domestic violence that need our care.
 - 9.c. Chiefs Coll, Larsen, and Burke met with Director Chief Burke of the South King County Fire Training Consortium to ask questions regarding better training and serving the District.
 - 9.d. Chief Krimmert secured a large delivery of PPE now in service.
 - 9.e. Chiefs Krimmert and Larsen will be meeting with the Local Service Director, John Taylor, and King County Office of Emergency Management in order to better address how King County supports us and what authority we have in responding to a regional disaster that affects the island.
 - Chief Krimmert would like to compliment the volunteers at the EOC, CERT, MRC, VoV, and VBP for their 7 months of volunteer time to protect and serve the island.
- Vice-Chair Staczek asked about Chief Krimmert's meeting with Chief Burke and wondered if volunteers being able to attend Consortium training programs was discussed.
 - Chief Krimmert confirms that Chief Burke is investigating those protocols for us and they continue to work together on many of the questions presented to Chief Burke at their meeting.
 - Discussion regarding training opportunities for volunteers and the District's efforts to provide slots for volunteers at trainings in addition to career firefighters.

Motion by Commissioner Schran-Brown:

"I motion that we approve the August financial report as submitted."

FINANCIAL REPORT APPROVED, 5-0

New Business

- Board of Commissioner's Authorities and Responsibilities Article Discussion and Approval
 - District Secretary Pollock presented "Post-Two-Week-Review" draft of the new Article
 - Edit to 4.5.1, "argue" not "argues"
 - Edit to 2.3.2, "interfere with," not "interfere with"
 - Edit to 2.2.1, "as the Board sees appropriate" not "as the Board see appropriate"
 - Discussion of the new format for each new Article in the new User's Manual



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BOARD MEETING MINUTES

Approval of User's Manual Article titled "Board of Commissioner's Authorities and Responsibilities."

Motion by Chair McCullough:

"I will make the motion that we adopt the policy as written: "Board of Commissioner's Authorities and Responsibilities" article.

ARTICLE APPROVED, 5-0

- Public hearing on revenue sources including property tax and Preliminary Budget Presentation & Discussion
 - Chief Krimmert provided summary overview of 2020 Budget Spreadsheet which details new BARS Codes, 2021 Budget planning, and current expenditures.
 - Chief discussed Reserve Fund planning for future and emergent expenditures, located at the bottom of the spreadsheet for review.
 - Chief discussed the difficulties of budget projections due to the COVID-19 pandemic and its 2020 impacts.
 - Chief discussed that the majority of our income comes in from property taxes which, luckily, have been less impacted by the pandemic than sales or other taxes.
 - Our 2021 budget as currently forecasted is 3.1% larger than 2020's budget in order to minimize budget growth.
 - This column farthest to the right on the spreadsheet details the difference between 2020 and 2021 budgets. These should show you the major changes.
 - Commissioner Schran-Brown asked whether the District should try to reach out and apply for grant funding.
 - Chief Krimmert would be amenable to grant funding provided the District can manage the obligations that they usually come with.
 - The budget is broken into 9 main categories that we track, ex: Vehicle & Fleet. At the bottom of each category, the totals and percentages can be viewed for how much of the current budget each category currently constitutes.
 - Commissioner Schran-Brown asked about the Interlocal Agreement with Vashon Parks.
 - Chief Krimmert discussed the different Interlocal Agreements detailed on page 1 of the current Budget.
 - Chief Krimmert recommends to the Commissioners that the District continues to secure the levy at its maximum.
 - Chief Krimmert announced Personnel Costs will be the largest increase anticipated. The District is anticipating a \$157,000.00 increase. The current COLA to be applied is 1%.
 - Next Regularly Scheduled Board Meeting will be the second opportunity for the public to come and discuss the Levy & 2021 Budget.
- Shore Based Water Rescue Article Discussion and Approval
 - District Secretary Pollock presented "Post-Two-Week-Review" draft of the new Article
 - Chief Larsen discussed comments received
 - Two of the questions received were regarding volunteers being included in the program and its training. Discussed previously during this meeting.

- At the last Spotter training provided, it was brought up that the District must have a Technical Safety Officer for Water Rescue, which has been added to the current draft.
- Chief Larsen discussed WAC 296-305-05111 that requires the Technical Safety Officer to be trained at the technician level.
- Commissioner Staczek asked if, based on this WAC requirement, the District must have two swimmers and a spotter in order to respond.
- Chief Krimmert said yes, that is what it boils down to, and only one shift as scheduled will be unable to meet this requirement based on currently certified swimmers.
- Administration has been discussing requiring a Water Rescue Run Card change: in the event of a Water Rescue call, to include an automatic Zone 1 Callback for Rescue Swimmers on the island.
- Commissioner Staczek asked if they Swimmers had an opportunity to approve, read, or comment on the policy as written.
- District Secretary Pollock stated that all Rescue Swimmers were provided a copy during the District-wide two-week-review and one current Rescue Swimmer provided feedback.
- Discussion regarding when and what draft of the Article should be approved.
- District Secretary Pollock presented WAC and Zone 3 Water Rescue Operating Guidelines.
- Chair McCullough thanks Chiefs Larsen and Krimmert for all of the hard work put into this Article.
- Chief Krimmert thanks the seven swimmers, especially Firefighter Wolf, who have worked so hard and their spirit of collaboration at trainings.

Approval of User's Manual Article titled "Shore Based Water Rescue."

Motion by Vice-Chair Staczek:

"I will make the motion that we adopt the policy as written: "Shore Based Water Rescue" article.

ARTICLE APPROVED, 5-0

Old Business

General Comments

- Commissioner Schran-Brown asks whether there will likely be an Annual Banquet in 2021.
- Chief Krimmert says likely not, even if the County moves to Phase 3.
- Chair McCullough reached out to the Local about the possibility of a Commissioner attending their Local meeting(s). The Local very respectfully replied and let Chair McCullough know that they are not interested in that at this time, but are interested in increased and improved communication, but perhaps in some other way.
- NAEFO Webinars about women in the fire service & payments for non-transporters coming up in October and November. Chair McCullough will provide the information to anyone who is interested.
- Firefighter Davidson has been awarded an active Captain position for when Captain Tonkin takes a year LOA.

For the Good of the Order



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- Chair McCullough thanks everyone for attending and the Administration for all their work on the new policies and procedures for the District.

Documents Signed

Adjourned at 20:04

The next Regular Meeting will be on Wednesday 28 October 2020, at 18:30

Approved this 28th day of October 2020

Handwritten signature of Candy McCullough in blue ink.

Candy McCullough, Chair

Handwritten signature of Rebecca Nason in blue ink.

Rebecca Nason, District Secretary