



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: 28 October 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)
Rebecca Pollock, District Secretary (Webinar)
Raechel Ehlers, Human Resources Administrator (Webinar)

Absent: Robert Larsen, Assistant Chief of Operations (Webinar)

Welcome

Amendments to Agenda

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

1. WFCOA Open Enrollment Application
2. November meeting – Executive Session – for Chiefs’ Evaluations and Contract Discussions

Approval of 09/30/2020 Minutes

Motion by Commissioner Johnson:

“I make a motion that we accept the minutes from the 09/30/2020 meeting.”

MINUTES APPROVED, 5-0

Voucher Approval

Motion by Chair McCullough:

“I move we approve referenced vouchers as detailed in Administrative Memorandum 10.28.2020-1.”

MEMORANDUM APPROVED, 5-0

- Vice-Chair Staczek asked who Hannah Henson was, as detailed on vouchers approval.
- Chief Krimmert explained Hannah Henson’s role as our Quality Assurance EMT and administrator of our quarterly Run Review.



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Assistant Chief Larsen Report:

- See Assistant Chief's Report

Chief Krimmert Report:

- See Chief's Report
- Commissioner Schran-Brown reminded the group that the cards that had been signed by the Administration, Commissioners, and Crews were sent to Rick Wallace and Bonny to thank them for all of their hard work in response to the Pandemic, on the island.

Motion by Commissioner Schran-Brown:

"I motion that we approve the September financial report as presented."

FINANCIAL REPORT APPROVED, 5-0

New Business

- Valley Communications Center Contract Fee Schedule
 - Chair McCullough mentions that this is the first year that the rate has not been raised.

Approval of Valley Communications Center Contract Fee Schedule

Motion by Commissioner Hoffmann:

"I move that we accept the Valley Communications Center Contract Fee Schedule Proposal for 2021."

SCHEDULE 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 (light blue lines), 2021 Budget planning, and current expenditures.
 - Chief discussed Expenses and Revenues to date. See Chief's Report.
 - Disaster Preparedness is the only line item over budget at this time. Most of these funds will be reimbursed by FEMA.
 - Chief mentions the Trailer Program that we hope to address and re-tool as a part of MRC program.
 - Chief details BLS program revenues and the assumed loss of BLS Training and QI funding from the county.
 - Fees for Transports have been down due to the pandemic and our low call volume which has resulted in a lowering of income from this program.

- The District is anticipating slight losses in space rental and other incomes as impacted by the pandemic and social distancing.
- Chief details changes in anticipated expenses. *See budget.*
- Commissioner Schran-Brown asks for the reasoning for reducing our anticipated budget for legal counsel.
- Chief Krimmert explains that the District has been lowering total legal costs over the years and has kept concise communications with legal counsel which he expects to continue in the year 2021.
- COLA increase will be 1% for next year's Personnel Costs.
- Chief Krimmert explains the status of the Part Time Paid Program and its expenses.
- Chief Krimmert's and Assistant Chief Larsen's contracts expire at the end of the year.
- The District is not anticipating being able to host a Fire Academy in 2021, but Chief Krimmert is budgeting for one in the event the pandemic allows.
- Chief discussed new 3-year Stryker contract and maintenance costs added to the budget.
- Chair McCullough asks whether Stryker will treat the cots like they are new as a part of this new maintenance contract.
- Chief Krimmert says that Stryker is working with us to address maintenance of the older gurneys. New gurneys will need to start to be purchased beginning next year.
- Supplies, Uniforms, and PPE budgets will see a reduction next year.
- Buildings and Grounds will increase in budget next year, as the District is looking to address and improve the aging buildings and asphalt.
- The District has been working very diligently to contribute to its Reserve Funds for emergency expenses.
- The 2021 budget total will be just shy of a 3% increase from the 2020 budget.
- Commissioner Schran-Brown asks about the Bennedsen House and the District's plans for it.
- Chief Krimmert discusses the District's hope to expand Station 55 and put an additional 5 to 7 beds upstairs. If the project is small enough, as a stop gap to a building a new station, we will offset the cost of the project by selling the Bennedsen House as it sees minimal use.
- Commissioner Schran-Brown asks about the replacement schedule for the SCBAs.
- Chief Krimmert points out the Equipment line item detailing the need to replace the SCBAs in 2031. The District addresses this large expenditure by putting funds into the Equipment Reserve Fund.
- Scott Harvey asks Chief Krimmert how much the District will have in reserves at the end of 2021.
- Chief Krimmert is expecting to have approximately \$2.8M in reserves at the end of 2021. Approximately \$1.2M of that is the general operating reserve fund.
- Scott Harvey asks, given the amount in the reserve funds, the discretionary 5% increase taken for the property tax for the past 2 years, and other drops in economics in the current climate, about the detriment another 5% increase may have on the Park District.
- Ron Smotherman discusses being impressed with the amounts in the District's Reserve Funds given the aging grounds, fleet and providing the potential for a new station in the future to better serve Maury Island.
- Commissioner Johnson discusses the unknowns that contributed to the budget decisions being made.
- Chief Krimmert discusses the information potentially coming from the County and the other Districts that may change the current budget and requested rate.
- Chair McCullough discusses the six-year levy and what may happen if our rate steadily decreases over the remaining years of the levy.



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- Ron Smotherman asked about the large balance of Overtime.
- Chief Krimmert discusses some potential reasons for this increase this year: a leave of absence, and increase in training and overtime coverage, etc.
- Chair McCullough requests that Chief Krimmert posts his changes over time to the website so that the public can be better prepared for the Final Budget Hearing in November.
- Shore Based Water Rescue Article Discussion
 - Commissioner Staczek discusses her review of the Article, WAC 296 305 05111, and other Zone 3 guidelines that influenced the most significant change to the Article's language before the last Regularly Scheduled Board Meeting.
 - Chief Krimmert explains that every shore-based water rescue response requires 2 Rescue Swimmers for a Swimmer to enter the water. Only one shift does not currently have 2 Rescue Swimmers on duty as scheduled.
 - Commissioner Schran-Brown was impressed by today's Rescue Swimmer drill.
- WFCM 2021 Medical Coverage Application
 - Chair McCullough explains that WFCM requires application and the open enrollment period for any changes our employees would like to make is November 2, 2020 – December 31, 2020.
 - District Secretary Pollock requested Board of Commissioners approval and signature for the Application to be sent to WFCM for continued medical coverage.

Approval of WFCM 2021 Medical Coverage Application

Motion by Chair McCullough:

"I'll make the motion that we move and approve the application for continued coverage for WFCM health insurance for those who sign up for it."

APPLICATION APPROVED, 5-0

- November Meeting – Executive Session – for Chiefs' Evaluations and Contract Discussions
 - Chair McCullough would like the Commissioners to meet in an executive session in order to complete Chief Krimmert's evaluation.
 - Chief Krimmert asks about both contract control and evaluation control for Assistant Chief Larsen given prior discussions regarding Chief Krimmert potentially completing Assistant Chief Larsen's evaluation.
 - Commissioner Schran-Brown explains that the Board hired Assistant Chief Larsen and has not relinquished control of negotiating his contract.
 - Chief Krimmert will complete Assistant Chief Larsen's evaluation and present it to the Board.
 - The Board of Commissioners will complete Chief Krimmert's evaluation.

Old Business

General Comments

- Chair McCullough thanks all members of the public for attending and asking questions and providing input.
- Chair McCullough asks after those employees who have been injured recently and hopes for their speedy recovery.
- District Secretary Pollock describes the volunteer program that herself and three volunteers are working to put together pursuant to the Board's request to hear more from the volunteers.
- Chief Krimmert mentions that the Local will have their elections in the near future for the President, Vice-President, and Secretary-Treasurer positions.
- FF Davidson will be filling in for Captain Tonkin during his sabbatical beginning some time in 2021.

For the Good of the Order


Documents Signed

Adjourned at 20:26

The next Regular Meeting will be on Wednesday 25 November 2020, at 18:30

Approved this 25th day of November 2020


Candy McCullough, Chair


Rebecca Nason, District Secretary

