VASHON ISLAND FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS

Minutes

Date: 12/12/2017
Time: 6:30 p.m.
Place: 10020 SW Bank Rd, EOC Room

REGULAR MEETING

Present: Camille Staczek, Chair
Brigitte Schran-Brown, Vice-Chair
David Hoffmann, Commissioner
Candy McCullough, Commissioner
Ron Turner, Commissioner
Charles H. Krimmert, Fire Chief
Robert Larsen, Assistant Chief
Susan Wolf, Minute Taker

Guests: Vicki Monterey de Richoux, Bob Johnson, Stan Voynick, Jojo Weller, Andy Johnson, Ron Smothermon.

Amendments to Agenda

None.

Approval of 11/28/17 Regular Meeting Minutes
Motion by Commissioner Hoffmann:

"I move we approve the minutes of the last meeting, 11/28/17."

MINUTES APPROVED, 5-0

Voucher Approval
Motion by Commissioner Hoffmann:

"I move that we approve the 12.12.2017-1 vouchers."

MOTION PASSES, 5-0

Chiefs' Report
A/C Larsen:

- The Assistant Chief provided a written report (attached) and stated that the District's orientation with the part-time employees was to ensure their EMT methods matched King County's methods. He reported that the Fire Academy graduation was really successful with a large number of attendees, a couple of commissioners. It was a good ceremony; we have great people.
- For calls, he added that we have had three calls in the last 40 minutes.

Chief Krimmert:

- The chief supplied a written report (attached).

- Question from the public: Do we send our firefighters to the state academy in North Bend? The answer was that we send our career staff to the South King County Fire Training Consortium and they do live fire training at the state academy.
- December 5 the chief met with five Neighborhood Emergency Response Organizations (NEROs) to better understand VIFR's relationship with NERO. Thirty people were in attendance. Vicki Monterey de Richoux has organized 215 NEROs on the island so far.

New Business

Public Engagement

- The chief explained that he created this mandate for himself, as he felt we (as a District) had dis-associated ourselves from the community and need regular engagement.
- He is about to finish the annual report to the community by the end of the year and plans for a quarterly newsletter. He also plans to publish a "Chief's Corner" column in the newspaper, as a public gesture.
- When we receive a new apparatus, the chief is making arrangements for our chaplain, Father Tryphon, to bless it at an opening ceremony with a public announcement. It could be on display for a time to show the public how we are putting their money to use before putting into service. Chief Krimmert will add this topic of public engagement to the chief's report and alternate it with the commissioners' report.
- Commissioners could also come to a NERO meeting.

SOP 1508 Accident Investigation

- Commissioner Schran-Brown has some additional comments, so approval has been tabled to the next meeting. All comments would be due by December 21.

TABLED

SOP 8005 Transportation Fees

- This policy, which was just passed 7/1/17, only changes the name of the transportation membership program. In the past, a previous Board approved the District making minor changes without going to the Board, so it is offered here. The Board may choose to approve the name change.

Motion by Commissioner McCullough:

"I move we approve the name change to Policy 8005 Transportation Fees."

MOTION PASSES, 5-0

SOP 2006 Alcohol and Drug Use *(1st Reading)*

- This is the first reading of this policy and comments are requested to Susan by December 21. She has already received some comments.

Meeting Dates in 2018

- Susan emailed the Board and chiefs a tentative calendar based on two meetings per month. Chief Krimmert sent out an email, based upon a Board member's suggestion, proposing one meeting per month. The Board considered when they should meet.
- Jojo Weller explained that approval could be made once a month if scheduled for the fourth Wednesday of the month. The advantage is this would not interfere with Parks and School District meetings. Employee would still be paid twice per month but

payroll would be approved in advance. Only the overtime will be slightly delayed. Repetitive bills could be paid one month ahead to avoid late fees. There was concern that we might be moving too quickly. Oaths of office need to be administered after the first of the year. It was suggested that the Board meet in January for the first and last Tuesday, and then make a resolution to meet on the fourth Wednesday of the month for rest of year.

CONSENSUS

Old Business

Adoption of Budget for 2018

- Salaries are still under negotiations for the chiefs for 2018, but their evaluations are being worked on.
- A question from the audience asked about the cost of the remodeling for the Training Center into the new EOC. The answer was that PSE is donating $10,000; VashonBePrepared is making a donation, and materials are being donated to District, who is also contributing, so it is a joint effort. There are reductions in administration, personnel is the same, training grew, some additional for disaster prep.

Motion by Commissioner McCullough:

"I move we approve the budget for 2018 as presented in version 11.0 dated today."

MOTION PASSES, 5-0

General Comments

Commissioner McCullough thanked Vicki for her work with the NEROs.

For the Good of the Order

Documents Signed

EXECUTIVE SESSION

The Executive Session was held pursuant to **RCW 42.30.110(1)(g)** To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee and **RCW 42.30.110(1)(h)** To evaluate the qualifications of a candidate for appointment to elective office.

The public meeting was closed and the Executive Session opened at 7:06 p.m. The session was extended at 7:36 for five more minutes. The Executive Session closed and the meeting opened up open to the public at 7:45 p.m. and simultaneously adjourned. No decision was made.

The next Regular Meeting will be on Tuesday, 12/26/17 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Rm

Approved this 26 day of Dec., 2017.

Camille Staczek, Chair

Susan Wolf, Minute Taker

Assistant Chief's Report
for the
Fire Commissioners' Meeting
of
24 October 2017

As a brief overview of the District, focusing on highlights since the board's last regularly scheduled meeting, please accept the following information:

1. **Overarching Operational Topics**:
    a. The 7 candidates for PTP are currently undergoing District orientation including an EMT bridge class and plan to start shift work December 17
2. **Overarching Training Topics**:
    a. The Recruit Academy was honored at a graduation ceremony last Saturday at the theater.
    b. We are planning to start another Recruit Academy in January although at this time there are only 5 applicants, we hope to know by tomorrow if we have the sixth person to hold an academy.
    c. We will be placing 2 recruits in the SKCFTC Academy that starts in February.

3. **Service/Call Volumes**:
    a. As of 07:30, shift change today, the District has responded to 1435 calls…
        i. Based on the averaging of last year's calls we should statistically be around 1532, 103 calls higher and in fact on this date last year we were at 1532.
    b. As you are probably all aware we responded to a residential fire on November 16 at the north end that was particularly difficult to bring under control due to type of building construction and lead time of the fire before our arrival. The majority of the crew was at the scene for a little over 3 hours and the last of the crew left the scene about 5 hours after arrival. Responders included three career, three Chiefs, five volunteers, three support, and at least two explorers. At this time the cause has been ruled accidental by the KCSO fire investigator.

4. **Miscellaneous/Noteworthy Topic(s)**: Nothing to report at this time

Conclusion of Report

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Robert Larsen, Assistant Chief of Operations
Vashon Island Fire & Rescue
1 206 463 2405 (Office) Extension 302
1 206 940 2618 (Mobile)

Chief's Report
for the
Fire Commissioners' Meeting
of
12 December 2017

As a brief overview of the District, focusing on new noteworthy topics since the board's last regularly scheduled meeting, please accept the following information:

1. **Staff/Personnel**:
    a. This has been a good month and for months of hard work and dedication by several of our staff has resulted in staffing increases:
        i. We are starting two new career firefighters in January and they will be in the SKCFTC's February academy…
        ii. We have expanded our PTP program with seven new firefighters and/or EMT's and two former volunteers. They have started island based familiarization and additional training and start shift work this weekend…
        iii. For the recent island fire academy graduation the volunteer corps has been expanded six new firefighters. Three are FF/EMT's and I believe no less than two of the new firefighters are enrolled in the next available EMT class…

2. **Fleet**:
    a. We have secured input from District members and are advancing upon designs and specifications for a new aid car. We still appear to be on schedule to share a recommendation with you by the end of January or the start of February…

3. **Facilities**:
    a. Friday (08 Dec 17) we met with the EOC 2.0 design team and established many paths forward with regards to design. Collectively we are moving forward with a goal to be fully operational in July 2018. Beginning next month the team will meeting weekly, on Fridays, until the project is substantially complete…

4. **Strategic Planning** (1st Meeting of Month) **/ Finances** (2nd Meeting of Month):
    a. AC Larsen and I are just beginning to organize ourselves to start drafting District's goals and aspirations…
    b. For the last year's efforts, research and presentation the information gather shall be used as the foundational starting point of the District's Strategic Planning Report…

5. **Miscellaneous/Noteworthy Topic(s)**:
    a. Radio show of December fourth, Island Crossroads program, I am told went well. It is my understanding that it can be listened to 'on demand' if you go to the Voice of Vashon's achieves…

Conclusion of Report

Charles H. Krimmert, Fire Chief
Vashon Island Fire & Rescue
1 206 463 2405 (Office) Extension 301
1 206 300 0952 (Mobile)