

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

Minutes

**Date:** 08/29/2018

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

**Place:** 10020 SW Bank Rd, EOC Room

**REGULAR MEETING**

**Present:** Brigitte Schran-Brown, Chair and Minute Taker  
Candy McCullough, Vice-Chair  
Camille Staczek, Commissioner  
Andy Johnson, Commissioner (arrived 18:12)  
Charles Krimmert, Fire Chief

Susan Reimer, Captain Josh Munger

**Absent:** A/C Larsen, Commissioner Dave Hoffman

**Pledge of Allegiance**

**Amendments to Agenda**

**New Business**

**Old Business**

**Approval of 07/25/18 Minutes**

Motion by Commissioner McCullough:

**“I make a motion to approve the 07/25/18 minutes.”**

**MINUTES APPROVED, 4-0**

**Voucher Approval**

Motion by Commissioner:

**“I move that we approve the referenced vouchers as detailed in Administrative Memorandum 07.25.2018-1.”**

**MOTION PASSES, 4-0**

**A/C Larsen Report:**

- See addendum Assistant Chief's Report.

**Chief Krimmert Report:**

- See addendum Chief's Report.

Motion by Commissioner McCullough:

**“I make a motion to approve the expenditure for the new aid car.”**

**MOTION PASSES, 4-0**

- Commissioner Schran-Brown asked about anticipated cost and extent of roof repair to station 55.
- Chief Larsen described the repair requirements in detail and is anticipating that these will cost between 10-30,000 dollars. Unfortunately, we are now playing catch-up with the years of fiscal neglect with 25 years' worth of deferred maintenance.
- In addition to the roof, the AC unit failed. Unfortunately, it is also 25 year old, and as a result replacement parts were not available that would fit with the rest of the system.
- AC Larsen cautioned that we need to be prepared to face more of this type of repair work in the near future. We also replaced the hot water heater earlier this year. Because of years of deferred maintenance it is not surprising that so many of the items in the station are failing at the same time. We now have to play 'catch up' at a high price.

Motion by Commissioner McCullough:

**“I make a motion to approve the budget as presented.”**

**JULY BUDGET APPROVED, 4-0**

- Commissioner Camille shared kudos on the brochure; Chief pointed out the stamp which is going to be tradition—highlighting invaluable components.
- The website address is not listed; should be.
- Commissioner Camille commented that there are still people on the island who believe that firefighters sit around and watch cartoons all day. Commissioner Camille suggested some report of “a day in the life of”... might be a good way of educating the public as to how much work goes into the daily operations of VIFR.
- Chief Krimmert suggested that the next informational mailing may be a “graphic novel” (i.e., cartooning) that will cover that information.
- Commissioner Schran-Brown offered to write a short commissioners' blurb for the website.

#### **New Business**

- a. Resolution 18-387 Equipment Surplus

Motion by Commissioner McCullough:

**“I make a motion of a resolution of the Board of Commissioners declaring specified equipment surplus to the needs of the District and authorizing disposal.”**

**RESOLUTION APPROVED, 4-0**

#### **Old Business**

- a. SOP 2006 Alcohol and Drug Use (*TABLED*)
- Commissioner Schran-Brown reported that the Chief is in negotiations with the union regarding the disciplinary action SOP 2022 Discipline and Appeal/District Organization. Since SOP 2022 Discipline and Appeal/District Organization and SOP 2006 Alcohol and Drug Use have large areas of overlap, it would be in our best interest to resolve any remaining issues and obtain resolution for SOP 2022 before working on the finalization of SOP 2006. The other Board members concurred.

## General Comments

### For the Good of the Order

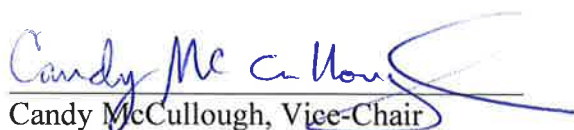
- Commissioner Schran-Brown offers condolences to Captain Munger for the loss of his sister and Commissioner Hoffman for his brother's illness. She would also like to thank everyone for their patience these past months for the board meeting phone sessions.
- Retooling the gator- Chief explains the Gator has been used fairly regularly for medical rescue but has not responded for any firefighting at this point, and do not feel that this is a purpose for which the gator will be used. In general, the brush truck is frequently the vehicle of choice. As such the Chiefs would like to re-tool the gator with a medical skid weighing 135 lbs. getting rid of the firefighting skid at 440 lbs. empty to focus on patient care. This would enhance the medical rescue capability of the gator, including allowing two EMTs and/or medics to sit beside the patient rather than having to work by kneeling on the front seat and facing backwards. The new skid will have room for more equipment, and better storage for a backboard.
- Commissioner McCullough has been in touch with Commissioner Hoffman who sends his thanks and appreciation to the crews for the care that was given to his family.

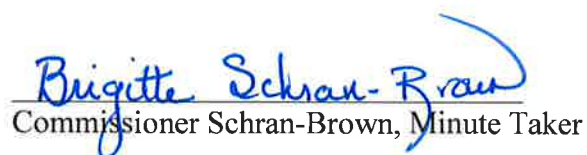
### Documents Signed

Adjourned at 19:25

*The next Regular Meeting will be on Wednesday 26 September 2018, at 18:30 at 10019 SW Bank Rd, Vashon, Penny Farcy Training Center, Large Classroom*

Approved this 26 day of September, 2018

  
Candy McCullough, Vice-Chair

  
Commissioner Schran-Brown, Minute Taker



Notes  
for Minutes -  
I will type  
my stenographer  
email to you  
next  
week.

**Chief's Report**  
for the  
**Fire Commissioners' Public Board Meeting**  
of  
**29 August 2018**

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. With agreement to and approval by both your Board and the members of Local 4189 you should find within your documents, for signature, both CBA's. These are three year documents covering 2018 through 2020. My thanks to this Board as well as Ms. Mabee and the officers of Local 4189 who collaborated with the Administration to bring these contracts to mutual agreement and conclusion...
- b. In that Chief Aaron Tyerman is now with Puget Sound Fire for their incorporation of Maple Valley Fire into their larger organization his positions on the VCC Administrative Board (Representing Contracted Fire Agencies) and the Financial Committee were offered to me and I accepted the charges. I believe I am finishing the second half of his two year commitment... Meetings 1x/mo
- c. I am pleased to advise the Board that the 2018-2019 Explorer program will begin again next week (05 Sep 18). I am also pleased to advise the Board that the Lead Instructor shall be a returning former volunteer, Mr. John Hemmer...

↳ will not be a responder

**2. Fleet:**

- a. I am afraid that on August 21<sup>st</sup> A56 (A-03) experienced a major mechanical failure. As a result of this:
  - i. We are going to surplus A56 in lieu of A58 as planned. The two cars are the same age (17 years old),
  - ii. We are not going to invest repair costs into A56 and are requesting it be surplus'ed this evening,
  - iii. We are working to expedite the new aid car's delivery, (new aid car is 2wks out)
  - iv. We will remove the self-lifting/loading gurney assembly from A56 and installing it into A58 after new car is in services...
- b. We were tentatively making plans to 'roll out' the new car during Fire Prevention Week, specifically at the open house of October sixth however being down to three cars we are now planning to put the new car into service shortly after its arrival; it will become our first due and will be placarded A55 (A-05)...

- c. In this regard for the unexpected expediting of the new car we did not have or include its invoice in with the current vouchers. At this time I would like to ask the Board to vote on and approve the payment of the invoice for the new car for the sum of \$212,298.67, this is approximately \$20,000 less than we originally budgeted for. Payment will be made immediately after our acceptance of the vehicle. There is one open subject as the paint scheme on the rear of the car is incorrect and we are working to identify responsibility for those cost, if us this total may be slightly more and that voucher will be processed via the regular approval process...
- d. August 8<sup>th</sup> E55's (E-06) pump controls failed. It has since been repaired however for two days of last month of our three 'first due' engines only one was operational...
- e. We are continuing to make design decisions and work towards a contract with Rosebauer for the new/replacement engine. We are continuing to work towards securing a Type 1 structural engine however in/on a Type 3 urban interface chassic to insure great mobility and access to island residences...
- f. In support of the early stages of development for the 2019 budget, please accept the most current version of the *Working Apparatus Replacement Schedule* for your review and consideration. I am happy to answer any questions you may have...

### 3. Facilities:

- a. I am sorry to report necessary and unscheduled repair work at Station 55. Last month we were required to completely replace the air conditioning unit responsible for the crew's living quarters. Work is completed and the system is again operational. I do not remember the exact cost at this time but it was just short of \$10,000...
- b. Further, I am sorry to report that based on recent water consumption it appears that there is a broken landscape irrigation line in front of Station 55. We believe we have isolated the zone the leak is in however we have not yet located the break...
- c. The primary renovation of the Penny Farcy Memorial Training Center continues to be wrapped up. Additional renovation work is planned for later this year, and following years, however we hope to be fully operational as an Emergency Operation Center by the end of next month. The largest remaining open/unresolved issue for this renovation effort is the selection and purchase of new chairs and tables...
  - i. We have ordered a 'sample' chair and table for consideration and are awaiting their delivery... *(arrived, is being sent back)*
- d. The bulk of the new main campus telephone system has been completed (Friday 17 Aug 18). It did not go as smoothly as hoped and we had to address several oversights, the largest of these being:
  - i. The fire and burglar alarm systems did not transition to the new system. This has been corrected and the three buildings impacted are now covered by cellular transmission units within each building.
  - ii. Dedicated telephone lines to the facsimile machines were lost. These corrections were completed Monday (27 Aug 18).
  - iii. Two of the phones within the living quarters need new data lines putted for them and we are planning to correct the problem and install the new phones as timely as possible; the required cable has arrived...
- e. For the new systems we are now renegotiating with our primary telephone service provider; having gone to a digital platform we foresee a reduction in overall monthly costs and we are working with our current vender to realize these cost reductions. Based on forecasted costs we are anticipating a shorty payback period...
- f. In another effort to reduce administrative costs we are eliminating a leased copier and are securing a new vender for such services. We anticipate this transition to be completed in the next couple of weeks...
- g. We are continuing to await pricing for necessary roof repairs to Station 55...

*Carmille asked: we have 2 vendors (verizon & comcast) - is it not cheaper to have 1. we are in negotiations over this.*

*They are arguing we have a contact which we don't have. we have kept 2 hard lines - we have a 2<sup>o</sup> system called a sip.*

#### 4. Strategic Planning:

- a. I have no specific strategic planning topics to report on at this time...

#### 5. Finance Report:

- a. Please find in front of you a summary of our financials through the end of July. The benchmark for the budget and end of July is 58.333%. I am happy to answer any questions you may have. In broad overview:
  - i. Income is slightly behind the benchmark at 52.573%.
  - ii. Overall expenses are below the benchmark at 54.748%.
  - iii. Of the nine budget categories two are exceeding the benchmark. The others are sufficiently under budget to allow us to be 3.585% under benchmark. The two over target remain:
    1. Training is at 94.606%, and,
    2. Equipment is at 210.480%. *re: SELF-lifting querrneys* As discussed last month we are still planning to reallocate a portion of these costs to the Fleet. We will have this figured out before the third quarter review...
- b. Also in regards to the budget summary, we are 'officially' beginning the annual budget assembly for 2019; we have been forecasting it for the whole year however will now be giving it serious focus for the remainder of the year. I encourage the Board to question everything as well as offer your individual and collective input...
- c. Regarding the District's on-going efforts to establish its compliance with the RCW required inter-local agreement for services:
  - i. We are in agreement with the Cemetery District and a contract is being prepared for signatures...
  - ii. We are very pleased to advise the Board that in the course of coming to agreement, the Water District located a document lost to us; our Districts have been under contract since 1983, essentially under the same terms that were being proposed. Their Board would like to 're-executed' the new version of the agreement and pending some minor modifications they wish to request it should be ready to present to you next month for your approval and execution... *(should be same)*
  - iii. It is now over a year since we originally contacted Vashon Parks. It appears via their Board Meeting last night that they are considering a vote at their next meeting (11 Sep 18) in support of a counter offer to us, splitting the difference between our and their last proposals... *(That would be about \$8,000.-)*
  - iv. We received a response from the County (13 Aug 18) as well as spoke with a County representative Friday (24 Aug 18). In responding to us it appears the County has reached out to every fire district and authority within its boundaries. For this, Tuesday (28 Aug 18) I met with our legal counsel and four other districts/authorities to discuss a unified strategy moving forward. We are further reviewing our positions and preparing our next response; there is still much to clarify. It is now over a year since we originally contacted them and we are still unable to forecast an execution date(s)... *Biggest disparity is no funds for coverage of raw-land.*
- d. Negotiations for Spirit's contract renewal/extension are on-going... *124 acres*
- e. There is no specific progress to report on regarding an agreement with the Muckleshoot Indian Tribe. Chief Smith with Mountain View Fire is currently liaising for us with the tribe as he meets with them several times a month...

#### 6. Community Engagement:

- a. I was on the **Voice of Vashon's** Morning Scramble the first of the month. It was a brief interview but we are hopeful such will be the start of more regular interviews in the future...
- b. Friday, August 3<sup>rd</sup> I enjoyed my First Friday walk-about downtown very much...
- c. Chief Larsen and I met with the new school superintendent Mr. Shade McSheehy and Financial Director Matt Sullivan on Wednesday the 7<sup>th</sup>...

*Positive encounter.  
Excited about engaging  
more a employer  
program.*

*They are interpreting  
RCW which  
only  
meets  
building  
equipment  
not land.*

- d. As you are aware, the 2017 Annual Community Report has been printed and has been mailed to every address on the island. You should have received one at your homes and a copy has been provided for you this evening. We are very pleased to advise you that we are actually receiving many complimentary calls for and about the annual report, something previously unheard of. However, we have also received communications questioning the cost and the design, something not so unheard of. In this regard:
- i. The cost of the 2017 annual report was \$5,929.26. Generally, three main components make up this number, they are:
    1. Graphic Design services at \$1,550.00 (26.1% of the cost),
    2. Production/Printing fees at \$3,391.16 (57.2% of the cost), and,
    3. Bulk Mailing cost at \$988.10 (16.7% of the cost)...
  - ii. The above number equates to less than \$1.00 per mailer/ mailing ( $\$5,929.26/6,500 = \$0.91$ ).
  - iii. I would offer that the value of this type of broad communication is well worth the cost and would offer that a greater communications budget/cost is foundational and essential to the improvement of the community's understanding of who we are and what we do...
  - iv. I would offer that the bulk of the 'nay saying' is for concern over the perceived expense of the design, the folding of the document and the coating or gloss finish. However for the above cost our designer managed all three concerns well so as to prove that good, well thought out design, can be highly crafted without being expensive...
  - v. I would again offer that the bulk of the communications I have taken regarding the annual report have been positive and supportive of its design and the information presented. However, of all of the information presented it is the educational piece on the use of a fire extinguisher that we have been most praised and thanked for, I am regularly told it is being kept and pinned to the wall. The idea of this element was that of our graphic designer and we are glad she incorporated it so successfully...
- e. Still further we, the District, were/are in the Beachcomber; a commentary letter on the 22<sup>nd</sup> regarding fire safety and I purchased page space in the Beachcomber for an open letter to the community regarding the recent change in the Fire Protection Classification to several portions of the island, I believe that is in this evening's paper...
- f. I attended the Parks District's Board Meeting yesterday; I did not plan to speak but did engage in the conversation regarding our fees for services...

#### 7. Miscellaneous & Noteworthy Topic(s):

- a. I wish to remind the Board that I will again be attending the annual FIERO Symposium the last week of September and as such will be missing the September 26<sup>th</sup> regularly scheduled Board Meeting. My apologies for the absence...

Conclusion of Report



Charles H. Krimmert, Fire Chief  
**Vashon Island Fire & Rescue**  
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**Assistant Chief's Report**  
for the  
**Fire Commissioners' Meeting**  
of  
**29 August 2018**

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. We currently have 9 personnel in the Part Time Program with the 10<sup>th</sup> in the intake process and a projected start date in mid-late September. Still seeking applicants for the last two positions and will be conducting interviews

**2. Overarching Training Topics:**

- a. Recruit Academy 18-02 is in week 9 of their training with 7 recruits, 4 from Central Kitsap, 3 from Vashon. All have passed the mid-term exams both academically and in physical skills and are scheduled for search and live fire training at North Bend September 15-16. Graduation is scheduled for November 17 at 10:00 at the Vashon Theatre.
- b. We are currently talking with other Districts and recruiting for the 2019-01 academy. At this point Central Kitsap is planning to budget for 10 recruits next year, (5 in each academy) and we are scheduling meetings with South Kitsap, Gig Harbor, and Belfair.
- c. The Support Academy has completed the classroom portion and the students are all qualified as tender operators and rescue truck drivers.
- d. The current EMT Academy of four is scheduled to be complete in mid-October but at this point has three members ready for their final evaluation and now has an estimated completion date of mid to late September.
- e. We are currently receiving quotes for an additional fire hydrant in the Training Center area to simplify pumper operations and are preparing plans to replace the current S&R prop with a new, expanded, and more versatile Training Simulator.
- f. The Training Consortium Quarterly training for this quarter is Low to Medium Angle Rope Rescue and will be conducted on the Island by the Consortium on September 24. All career staff will be attending and all volunteers and Part Time employees are invited.
- g. In mid to late September the Training Consortium will be sending instructors to Vashon on two dates in late September for Water Rescue and Boat Operator training.



**3. Service/Call Volumes:**

- a. As of 07:30, shift change today, the District has responded to 1116 calls this year... a pace that suggests a possible yearend total of 1697..... Last year at this time we had responded to 1000 calls. So far this year we have had 125 occasions of multiple calls with 30 since July 25.
- b. We currently have no apparatus deployed out of District for State Mobilizations or mutual aid.

**4. Miscellaneous/Noteworthy Topic(s):**

**5. Conclusion of Report**



Robert Larsen, Assistant Chief of Operations

**Vashon Island Fire & Rescue**

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