



Vashon Island Fire and Rescue
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**CHIEF'S
REPORT**

Board of Fire Commissioners'

Meeting of

22 December 2021

Please accept the following information. This report's focus is to provide the Board with an overview of Vashon Island Fire and Rescue, as well as point out noteworthy topics, since the Board's last regularly scheduled meeting.

1. Personnel:

- a. In preparation for the departure of our Administrative Assistant we have placed a job announcement and are actively working toward hiring a replacement...
- b. We have started communications with a recruiter to fill the Assistant Chief of Operations' position next year...
- c. December 11th members of the Administration met with the Volunteer Corps to openly discuss the last five months and the future...
- d. Via a retirement incentive program offered by the District three members of the Local, all firefighters, are interested in the program and establishing their retirement dates...

2. Operations:

- a. Based on a conference call with the County (20 Dec 21) and anticipated/pending direction(s) we have returned the whole of the District to the earliest of COVID-19 safety protocols in address of the new Omicron variance...
- b. In response to the last Board Meeting's discussion regarding Zone One Call Back new efforts are being implemented to fully document the numbers, reasons, and results of toning out a Zone 1 Call Back. Attached is a copy of Version 1 of the form we are developing for implementation to begin tracking and establishing data. As well we have initiated conversations about establishing Zone One Call Back Positions as an alternate to being on a duty shift...
- c. December 14th Stryker completed its annual inspection and preventative maintenance of our four gurneys and their related lifting assemblies within each of our four aid cars...

3. Dispatches:

- a. As of 07:30 this morning our total call volume for the year is at 1,632...
 - i. This would suggest an end of year count of 1,677, well above last year's total count of 1,482 and more aligned with 'typical' call volumes of recent years...

4. Training:

- a. Investigating improvement opportunities, we have established a new 'Red Shirt Committee' to assess that program. This committee is responsible for a reflective review of our current recruit EMT training and orientation program(s) and as appropriate, the implementation of new guidelines, efforts, and procedures so as to improve the program & its results. In this regard:

- i. We have a new EMT joining 'the line' shortly; they have completed the County's EMT training class and upon securing a passing score on their national exam will begin Red Shirt training, and,
 - ii. We are also currently interviewing several more candidates for EMT positions and may have as many as five more coming 'on the line' as Red Shirts before the end of the first quarter of '22...
- b. In addition to the above EMT candidates we are also interviewing four new Support recruits possibly expanding this corps from nine to 13...

5. Apparatus:

- a. As of this morning I am unaware of any apparatus being out of service...
- b. Brush 355 was out of service briefly for a new headlight mounting and blub but was returned to service earlier this week...

6. Facilities:

- a. Currently, I have nothing specific to report on regarding our grounds or facilities. However, in support of previous discussions I would like to advise the Board, as well as secure its support, that we are advancing upon the preliminary expansion/renovation plans for the Duty Quarters of Station 55. The Administration is prepared to advance the current design direction starting next month...

7. Financials:

- a. As of the end of November the Operational Fund was at \$2,459,292.73. Please accept the following summary of the current financial spreadsheets representing the 2021 budget, revenues, and expenses through the end of November...
 - i. Revenues were \$6,304,457.55 or 112.775% of forecasted for the year...
 - ii. Expenses were \$4,070,455.39 or 85.787% of the year's allowance, this represents an under-budget performance of 5.879% below target...
- b. This following nine categories represent our budgeting efforts, two exceed their budget and a third its benchmark for the end of November:

i. <i>Administration-Business Support:</i>	\$468,636.29	or 105.454% of budget...
ii. <i>Personnel Costs-Wages & Benefits:</i>	\$3,197,662.42	or 87.206% of budget...
iii. <i>Training Costs:</i>	\$63,449.11	or 48.859% of budget...
iv. <i>Equipment Costs:</i>	\$58,757.39	or 52.228% of budget...
v. <i>Supply Costs:</i>	\$23,184.15	or 80.188% of budget...
vi. <i>Uniforms & Personal Protection Equipment:</i>	\$10,443.34	or 22.341% of budget...
vii. <i>Vehicle & Fleet Costs:</i>	\$45,305.00	or 94.617% of budget...
viii. <i>Building & Grounds Costs:</i>	\$157,521.38	or 66.822% of budget...
ix. <i>Disaster Preparation:</i>	\$45,496.31	or 142.176% of budget...

8. Contracts:

- a. Regarding the District's on-going efforts to establish its compliance with the RCW requiring interlocal agreements for services:
 - i. *King County Housing Authority.* This agency remains the only organization that continues to defy legal compliance with the RCW. No progress has been made with this agency...
- b. *Washington State Ferries:* Communications with this agency continue to be drawn out. Our last communication with the Ferries was on Friday December 10th, 2021. We are approaching a year since our last agreement lapsed. We have advised them that we expect our new agreements to be retroactive to cover 2021...

9. Business Operations:

- a. The Administration is planning to close the business offices from the 24th of December through the 2nd of January...

- b. We are continuing to participate in the Labor & Industries' (FIIRE) program to reduce time loss as well as related compensation/insurance coverage rates...
- c. The District is investigating the cost of implementing a new digital platform(s) to track assets and apparatus/equipment status and maintenance, it would be via our current digital reporting provider, ESO, as an additional annual subscription...

10. Community Engagement:

- a. December 4th D Shift decorated the Quint and lead Santa and a parade through downtown from the movie theater to the Village Green where the Christmas tree lighting took place.
- b. Met with representative of VashonBePrepared and on 30th, 1st, and 14th regarding the 'retooling' of the Cascadia Rising 2022 Earthquake Drill. For the pandemic's impact upon Federal and State level planning the exercise has been greatly downsized and we are investigating various options and 'levels of play' with our community's volunteer organizations...
- c. On December 17th members of VashonBePrepared and I met with the County's new Zone 3 Coordinator for the Office of Emergency Management to introduce her to our organizations, systems, and the island...
- d. We have started to establish a design direction for the 2021 Annual Community Report...

11. Strategic Planning:

- a. To keep the Board informed as to the Fire District's on-going efforts to update the District's "User Manual" (SOP/SOG Manual) please accept the attached "In The Works" Document representing the status of various Articles...

12. Miscellaneous:

- a. I currently have nothing additional to present, represent, or discuss with the Board...

Conclusion of Report



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