



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

## **Board of Fire Commissioners'**

Meeting of  
**25 May 2022**

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. I am pleased to advise the Board that Mr. Matt Vinci has accepted the District's conditional offer to be our next Assistant Chief of Operations. We are working at an accelerated pace to complete his on-boarding and pending unforeseen problems are anticipating having him starting June 1<sup>st</sup>.
  - i. At this time the issues pending resolution are securing the results of his psychological testing, medical & physical testing, and final agreement on his employment contract...
  - ii. With regards to this matter, I would like to thank the Board, and all of the members of the public and District who so freely gave of their time to assist us in making this important decision...
- b. Unfortunately, with the above step forward, we have been made aware of some losses among our responder ranks:
  - i. Firefighter McCann, hired in 2018, has accepted a position with the Bothell Fire Department and will be leaving our agency next week. We wish him well...
  - ii. Firefighter Lens, hired in 2017, has accepted a position with King County Medic One and will be leaving us in July (+/-). We wish him well and look forward to seeing him back on the island as a paramedic in the not-too-distant future...
- c. Regarding filling the open Financial Manager / District Secretary position(s), the Administration and Prothman are presently conducting an executive search. Though the search is underway we are not anticipating a new manager until late June or early July...
- d. The Administration has also executed an agreement with Prothman for the local and national advertisement of the opening Mechanic's position. The supporting timelines for these efforts are also on-going...
- e. In addition to our current struggles with staff shortages we have seen the problems of such exacerbated for an increase in COVID-19 exposures and time lost...
- f. Additionally, the Administration:
  - i. Is continuing to process conditional offers of employment for two new career firefighters from the last hiring list. Upon successfully completing the on-boarding process the recruits are scheduled to attend the August Fire Academy at the SKCFTC in Kent...
  - ii. Is finalizing volunteer on-boarding, and academy efforts. We are working towards an on-island volunteer firefighter fire academy later this year (July (+/-))...
- g. Also see additional notes under Board Committee Work: Staffing Committee...

**2. Operations:**

- a. With regards to the Board's motion to "add a fourth person." (30 March 2022 Board Meeting) the Administration:
  - i. Has provided for a voluntary overtime position for additional career staff; should there not already be a fourth on duty as of 07 April 2022...
- b. Having defined the District as 'substantial career' for its consideration of RCW 52.33, the Board has yet to provide any direction as to its positions on the required Standards of Cover. The Administration is investigating setting/recommending such standards for the Board's consideration; as well as implementing tracking the necessary data to report performance against defined standards and goals annually. We anticipate offering you recommendations to advance these topics in the course of the next several months...
- c. I understand there are growing concerns regarding the Captain's ability to safeguard their crew for the 'still/ever present' COVID-19 virus and the Local and Board wish to discuss this matter this evening...

**3. Dispatches:**

- a. As of shift change this morning (07:30) our total call volume for the year was at 543. That is an average of four (3.771) dispatches a day and would suggest a total call volume for the year of 1,376. Both numbers are below averages for the last several years...
- b. As a point of reference annual call volumes over the last several years were:
  - i. *Forecasted 2022*            1,376            86.270% of previous year
  - ii.                                2021            1,595            107.625% of previous year
  - iii.                                2020            1,482            96.484% of previous year
  - iv.                                2019            1,536            87.872% of previous year
  - v.                                 2018            **1,748** (High) 115.685% of previous year
  - vi.                                2017            1,511            93.445% of previous year
  - vii.                                2016            1,617            101.063% of previous year
  - viii.                               2015            1,600            107.527% of previous year
  - ix.                                2014            1,488            103.838% of previous year
  - x.                                 2013            **1,433** (Low) 96.498% of previous year
- c. The average number of dispatches per year, over the last nine years (2013-2021), is 1,557 or some five (4.27) dispatches/day...

**4. Training:**

- a. Regards to our two conditional offers and their hiring dates, we have secured them positions within the South King County Fire Training Consortium's (SKCFTC's) Fire Academy (Class 15) which starts August 22; ideally, we will start then shortly before that date to address equipment, additional on-boarding, and orientational topics...
- b. May 17<sup>th</sup> was the District's second quarterly training of the year...
- c. Also on May 17<sup>th</sup> Chief Coll attended a meeting at the SKCFTC Fire Academy regarding the status of the District's two recruits. I am please to advise you that both are well, doing well, and excited to 'join the line' next month...
  - i. Regarding next month our recruits will be graduating from SKCFTC's Fire Academy Class 14 on June 23<sup>rd</sup>. Should you wish to attend please advise the Administration that we can provide you with additional information on the event...
- d. We are finalizing the on-boarding and it appears we will organize a volunteer firefighter academy on the island this year. Class 22-01 is scheduled to start in July and finish in November...

**5. Apparatus:**

- a. Currently all apparatus are in service...

- b. Effective Wednesday, May 11, while many of us were actively in interviews to select a new Assistant Chief, A06 quietly, and without fanfare, was moved into the first due slot and is now operating as A355...

## 6. Facilities:

- a. In the course of this month we have seen two different bay doors of Station 55 experience spring failures...
- b. I have nothing new to report on with regards to the renovation/expansion of the Duty Quarters of Station 55. I will be asking TCA to make a presentation to the Board...
- c. Mr. Webb and I will begin prioritizing repair projects at Station 56 to establish the new exterior design standards for District facilities presented last month...

## 7. Financials:

- a. I was unable to reconcile April's Operational Expenses Account/Fund for this meeting. First time since I took this position. All the other funds are resolved however Ms. Nason's sudden departure and absence significantly impacts our reconciliation process and I respectfully request your patience to complete this effort. In broad strokes I can advise you that:
  - i. The Operational Expense Fund's end of April balance was: \$3,093,055.17 (+/-)
  - ii. The General Reserve Fund's end of April balance was: \$1,160,024.03
  - iii. The Fleet Reserve Fund's end of April balance was: \$575,149.58
  - iv. The Facilities Reserve Fund's end of April balance was: \$1,354,043.63
  - v. The Equipment Reserve Fund's end of April balance was: \$443,221.67
  - vi. The Volunteer Reserve Fund's end of April balance was: \$57,983.33
  - vii. Total Fund Assets as of the end of April were approximately: **\$6,683,477.41**
- b. Regarding the 2021 Annual Financial Report to the State Auditor's Office due at the end of this week; we are addressing the last of the required notes and calculations. This report is expected to be completed and filed with the State Friday (27 May 22). Thank you for your faith in me to complete this report in the wake of the District Secretary's unexpected departure...

## 8. Contracts:

- a. Regarding the District's on-going efforts to establish its compliance with the RCW 52.30.020 requiring interlocal agreements for services only one agency continues to be problematic:
  - i. **King County Housing Authority:** This agency remains uninterested/defiant with regards to its legal compliance with the RCW. No progress has been made with this agency...
- b. **Washington State Ferries:** Our contract renewal remains a year plus pass due; this month we made no progress in securing an Agreement...
- c. **King County Public Health:** I have nothing to report at this time and will plan to allow this item to drop off the report pending the need for further discussion...
- d. **Sprint/T-Mobile:** We appear to have come to terms with regards to our amended agreement with Sprint/T-Mobile. It will be extended for another five years with two additional five-year extensions possible. We have negotiated a rent increase, an annual inflationary rent increase, and a one-time service charge to offset renewal and consultant costs. They are interested in some modifications to their equipment, on our tower, and we are reviewing those requests at this time. Having resolved their renewal this item can be dropped for future report pending a new need...
- e. **AT&T:** It is AT&T's position that they have no responsibility for any of the cost associated with the recent osprey project. We are considering options and preparing a response...
- f. **VashonBePrepared:** The team preparing these contract modifications are reviewing a first draft and are anticipating a meeting to discuss the contract before the month's end...

**9. Business Operations:**

- a. It is my understanding that the Board would like to establish a greater role and/or greater participation in the contractual/business obligations of the District. I look forward to having the Board define their position(s) on such business operations/matters...
- b. The current Administration staff continues to work to address the roles and responsibilities of the Assistant Chief, Financial Manager, and District Secretary pending their replacements. It has not been easy or problem free; equally it is very time consuming, and I wish to acknowledge Ms. Paquette's and Ms. Ehlers' efforts and dedication to the agency; their hard work merits much appreciation and thanks from the Board and the whole of the organization...

**10. Board Committee Work**

- a. In support of the Board's establishment of committees, this category addresses the Administration's engagement with these Committees. Currently the Board has no standing committees and only one working committee, recently closing another:
  - i. **Building Committee** (*Commissioners King & Simonds*): In accordance with Commissioner Simond's statements at the last Board Meeting (27 Apr 22) it is my understanding that this committee has met its objectives and has disbanded until again needed. It will be removed from my next report. Thank you for your counsel and input...
  - ii. **Staffing Committee** (*Commissioners King & Staczek*): On the morning of April 29<sup>th</sup> the Committee met with Ms. Ehlers and me (digitally) to discuss various questions, thoughts, plans, options, and actions, regarding current staffing levels and hiring efforts. Since that meeting, I am unaware of any additional engagements or conversations regarding our current staffing efforts or concerns...

**11. Community Engagement:**

- a. I currently have nothing significant to report on...

**12. Strategic Planning:**

- a. I currently have nothing significant to report on.

**13. Miscellaneous:**

- a. On April 28<sup>th</sup> I digitally attended Valley Communication's Operational Meeting...
- b. Also, on April 28<sup>th</sup> I attended (digitally) the SKCFTC Administration Meeting...

Conclusion of Report



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