



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

Board of Fire Commissioners'
Meeting of
31 March 2021

Please accept the following brief overview of the District. Its focus is to complement Chief Larsen's report as well as point out noteworthy topics since the Board's last regularly scheduled meeting.

1. Staff/Personnel:

- a. I am pleased to advise the Board that we have not been made aware of any direct contact with COVID-19 positive patients since we last met...
- b. I am pleased to advise the Board that we are not aware of any current cases of, or exposures to, COVID-19 and we do not have any responders in quarantine or isolation...
- c. March 25th Ms. Ehlers and I met virtual with Volunteers L. Nakatsu, E. Corliss, and J. Staczek to discuss volunteerism at Vashon Fire. I believe it to have been a very good meeting and am hopeful that it will be the first in a series of communications and efforts to improve, strengthen and better serve our volunteer corps...

2. Fleet Status:

- a. Earlier this week A 3551 (A 05) experiences a mechanical problem and was briefly out of service. The problem is being addressed and the car should be 'back on the line' shortly...

3. Buildings & Grounds Status:

- a. I have no noteworthy or significant issues regarding our facilities for presentation tonight...

4. Finance Reporting:

- a. Please accept the following overview/summary of the attached spreadsheet representing the 2021 fiscal year. The information within the yellow column of the spreadsheet represents the District as of the end of February (28 Feb 21)..
 - i. Our 2021 revenues at the end of February were \$202,478.64 or 3.622% of the year's overall forecast. This is 13.044% below the month's milestone of 16.666%...
 - ii. Expenses closed at 13.594% of the year's allowance, this represents an under-budget performance of 3.072% below our annual forecast...
- b. The following nine category summaries are based on the supporting budget spreadsheet provided. In correspondence with the percentage of expenses our end of month costs totaled \$645,012.89:
 - i. *Administration-Business Support:* \$50,784.72 or 11.428% of budget...
 - ii. *Personnel Costs-Wages & Benefits:* \$526,069.83 or 14.347% of budget...
 - iii. *Training Costs:* \$6,303.44 or 4.854% of budget...

iv. <i>Equipment Costs:</i>	\$28,222.64	or	25.086% of budget...
v. <i>Supply Costs:</i>	\$2,505.87	or	8.667% of budget...
vi. <i>Uniforms & Personal Protection Equipment:</i>	\$996.38	or	2.131% of budget...
vii. <i>Vehicle & Fleet Costs:</i>	\$6,054.23	or	12.644% of budget...
viii. <i>Building & Grounds Costs:</i>	\$21,825.78	or	9.259% of budget...
ix. <i>Disaster Preparation:</i>	\$2,250.00	or	7.031% of budget...

5. Contractual Efforts:

- 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:* Our attorneys (Joe & Eric Quinn) have exchanged letters and points of view, and law, with the housing authority's attorneys to advance the matter to conclusion and contract; in comply with State Law. As this time, it is my understanding that the Housing Authority's attorneys are awaiting direction from their client. As we consider our next steps may I ask the Board if it has any counsel on this matter?
- b. The Administration continues to meet with representative of the Union. Since the Commissioners' last board meeting, we have met with the Local on February 26th, March 3rd, informally on March 8th & 16th, and March 23rd. We are also scheduled to meet with them again tomorrow. I would like to believe we are getting close to finding agreement on a 2021 - 2023 Collective Bargaining Agreement...

6. Business Operations:

- a. Yesterday Rick Wallace, Vicky de Monterey Richoux and I met digitally with the County's Office of Emergency Management working to further define the District's, *VashonBePrepared's*, and King County's roles and responsibilities/authority in a crisis. We are continuing to work towards defining and documenting our mutual understandings and are preparing to test the documentation as well as engage legal review...

7. Community Engagements:

- a. I would like to offer our thanks and appreciation to Vashon Household for allowing us access to and training at their apartment building at 188th & Vashon Highway on March 11th, and thereafter, until its demolition...
- b. Thursday afternoon (11 Mar 21) I attended a Sea Mar Clinic Relations Committee's meeting...
- c. The first Island taxing districts meeting to discuss various topics, and perhaps more collective and collaborative strategies moving forward was March 22nd and Commissioner Staczek and I attend the meeting virtually. The group agreed to such meetings in the future, likely quarterly...
- d. On March 24th I met with members of CERT regarding its leadership and operational planning...

8. Strategic Planning:

- a. In support of the grander aspiration of long-term planning the Administration has begun the process of re-evaluating, re-organizing, and updating the District manual of policies and guideline to establish as clear, concise, and consistent a document as possible...
 - i. Regarding the above, the Administration's first effort is to consolidate and define the policy making process and it is our intent to ask for the Board's engagement in this foundational effort to secure its counsel as well as ensure it understanding of how this process is projected to move forward...

9. Miscellaneous & Noteworthy Topic(s):

- a. As of yesterday (30 Mar 21) the count of 109 COVID-19 positive patients remains unchanged on the island. To better understand the island's 'active cases' of the above number, 1 being identified over the last two weeks (14 days) and 1 over the last week (7 days)...
- b. The Island continues to hold steady at three COVID-19 related hospitalization, and, unfortunately, three disease related deaths...
- c. Situation Report on the Island's status continue to be issues by the Emergency Operations Center (EOC) Team on Tuesdays & Fridays...
- d. I would like to again offer a note of recognition and appreciation, as well as our sincerest thanks, to the dozens of volunteers, many approaching thirteen months (12 Apr 21) of active engagement in the service and protection of the Island during this pandemic...

Conclusion of Report



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