

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

Minutes

Date: 03/27/2019

Time: 18:30

Place: 10019 SW Bank Rd, Penny Farcy Memorial Fire Training Center, Large Classroom

REGULAR MEETING

Present: Brigitte Schran-Brown, Chair (phone in)
Candy McCullough, Vice-Chair
Dave Hoffman, Commissioner (arrived 18:41)
Camille Staczek, Commissioner
Charles Krimmert, Fire Chief
Robert Larsen, Assistant Fire Chief
Jojo Weller, District Secretary

FF Ben Davidson, Susan Reimer, Michael Meyer

Absent: Andy Johnson, Commissioner

Pledge of Allegiance

Amendments to Agenda

- Congressional Fire Services Institute Symposium April 24-25, 2019

Approval of 02/19/19 Minutes

Motion by Commissioner Staczek:

“I make a motion to approve the 02/19/19 minutes.”

MINUTES APPROVED, 3-0

Approval of 02/27/19 Minutes

Motion by Commissioner Staczek:

“I make a motion to approve the 02/27/19 minutes.”

MINUTES APPROVED, 3-0

Voucher Approval

Motion by Vice-Chair McCullough:

“I move that we approve the referenced vouchers as detailed in Administrative Memorandum 03.27.19-1.”

MEMORANDUM APPROVED, 4-0

Assistant Chief Larsen's Report:

- See Assistant Chief's addendum
- Ref 1a- the part-time member that's returning next month will start 17 April 2019
- Ref 2a- graduation time is 10:00-12:00, HazMat will be taught at Mason County Fire District in Belfair, and 19-02 orientation is 13 June and first class is 02 July
- Ref 2d- completion by 31 July must be met as the first practical is scheduled on 01 August
- Ref 3a- there have been 103 calls since the last meeting, and regarding multiple calls in the last period there have been three times that three calls at once were toned out

Chief Krimmert's Report:

- see Chief's addendum
- Ref 7c- Chief will be taking a two day class for Youth Mental Health First Aid training
- Ref 7g- Vashon Household is proposing five buildings with 40 units on 188th and Vashon Hwy.
- Ref 8b- E06 and E07 are forecasted to live 29 and 37 years respectively which might not be realistic
- Chief would like to add two notes:
 - The biannual event through The Washington Association of Future Firefighters, Stuck on Vashon, is this weekend. Vashon Fire will not be represented due to other events going on at the same time for our Explorers. Tolo dance, lacrosse game and regatta to name a few. FF Davidson noted that the crew on duty attended the last event and was well received. He suggests going this year and the Chief was supportive of this.
 - The 2018 Annual Community report is scheduled to be done by the end of next week. To save on cost the administration will order stationary and business cards as well.

Motion by Commissioner Staczek:

"I make a motion to approve the February financial report as presented."

FEBRUARY FINANCIAL REPORT APPROVED, 4-0

New Business

- Congressional Fire Services Institute Symposium April 24-25, 2019
 - Vice-Chair McCullough would like to go to the symposium again
 - Last year she went with nine other officials from this area; fire chiefs, fire marshals, and fire commissioners.
 - There's opportunity to interact with members of Congress and federal agency officials to discuss both national issues and local concerns and to influence members of Congress and their professional staffs, as well as leaders of federal agencies and other key Administration representatives.
 - Also a chance to attend seminars, conduct meetings with members of Congress and network with colleagues
 - the Board agrees with this decision

Old Business

- South End Community Clubhouse/Station 57 Letter
 - The building was donated to the District in 2012. Since that time the District has maintained the property. The cost for deferred maintenance and required repairs as well as monthly operational expenses does not justify the building's minimum use.

- The District committed efforts to explore options before making any further decisions. Details are in the letter.
- In conclusion, the District believes trading or selling the property is the most prudent course of action
- The Board would like to give Chiefs permission to contact a realtor or use as a trade option when negotiating with county
- The District will offer station 55 conference room to the South End Community Club for their meetings
- Michael Meyer asks if there have been discussions for an assembly point for residents at the south end. It could be a Conex container or emergency pod operating under the disaster preparedness role. Both Chief and Vice-Chair McCullough confirmed there has not been discussion but the District is happy to be engaged. Vice-Chair McCullough has a contact for possible land use if this idea were to move ahead.
- Interlocal Agreement Between Vashon Island Fire and Rescue and Vashon Parks District per RCW 52.30.020
 - nothing to report at this time, Chief is following up with the Parks Department
- Coffee With Commissioners
 - The Board would like to move ahead with quarterly meetings
 - Chair Schran-Brown and Jojo will look at available dates and times

5 minute recess taken for Jojo to get the copy of Resolution 19-394 for approval in reference to 2c on the Chief's report

Motion by Vice-Chair McCullough:

“I move that we approve Resolution 19-394 for specified equipment surplus, specifically the Onan Generator to be donated to Vashon Island School District.”

RESOLUTION APPROVED, 4-0

General Comments

- The Medical Reserve Core is organizing a conference called Islands of the Salish Sea: Preparing for Disasters on 06 April at The Land Trust, 09:00-16:00, to booster their ranks; Chief will be doing the introduction.
- Regarding the YourCall Program packet, it has been mailed to our legislatures and the Chief will update the Board when he hears anything

For the Good of the Order

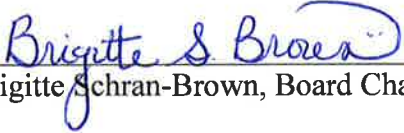
- At the State of the District meeting on Monday, 25 March, the Chief emphasized with the members who attended (it was not mandatory) that the District is in a transitional period and working diligently to improve. The Chief has attended many community events and functions and has been questioned and challenged on many topics but never about the first responders' care, proficiency or professionalism. Our crews are well received by the island and are exceptional in their service to the community.
- You may see a flurry of lemonade/brownie stands. The District was in social media with a photo of two aid cars and an engine parked by a lemonade/brownie stand. They were on their way back from a training/dispatch and decided to stop which made the kids' day.

Documents Signed

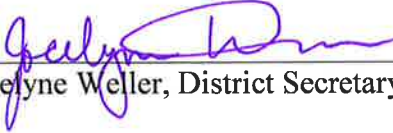
Adjourned at 19:31

The next Regular Meeting will be on Wednesday 24 April 2019, at 18:30 at 10019 SW Bank Rd, Vashon, Penny Farcy Training Center, Large Classroom

Approved this 24th day of April 2019



Brigitte Schran-Brown, Board Chair



Jocelyne Weller, District Secretary



Chief's Report
for the
Fire Commissioners' Meeting
of
27 March 2019

Please accept the following brief overview of the District; the focus is on noteworthy topics since the Board's last regularly scheduled meeting:

1. Staff/Personnel:

- a. On March 25th we held a 'State of the District' presentation/discussion. I primarily focused on the 'Culture of Change' the District is current experiencing...

2. Fleet Status:

- a. E-05 was taken off island for minor repairs. Problem was corrected, two new tires were installed and the engine was returned to service the next day.
- b. E-05's twin, E-06, presented some signs of engine/transmission power loss during a drill earlier this month. Not identifying a source for the problem 'in-house' the vehicle was taken out of service for an engine and transmission inspection on March 20th. Nothing was identified and it was returned to service March 22nd...
- c. We would like to transfer ownership of our largest mobile generator and have included in your packets a resolution for such. As our largest mobile generator is solely assigned to the high school for use in a large island emergency it is our logic that the unit be made surplus and turned over to the school district for the same emergency situations. This will insure a timelier implementation in an emergency as our staff will likely already be overburdened...
- d. As you may recall A-02 was made surplus shortly after A-05 was put into service. During a problematic period several months ago we took it out of retirement in an effort to maintain our aid car count while we dealt with a series of mechanical issues. At this time we are going to again retire it and remove it from service. The resolution to surplus it is still applicable and we will be cancelling its insurance and advertising it for sale...
- e. I have nothing to report on with regards to the new engine (E-07)...

3. Buildings & Grounds Status:

- a. On March 5th the Administration met with those charged with maintaining our UPS (Uninterrupted Power Supply/System) to discuss annual maintenance and replacement costs. It appears the system is substantially oversized and of the 180 batteries 72 can be eliminated. We believe this action will allow the average annual cost of \$6,250/year (+/-) to be reduced to approximately \$4,050/year; an annual savings of \$2,200. We are actively

considering reducing the battery count immediately and further considering the idea of termination of the services and elimination of the Station 55's UPS altogether. We are also considering redirection savings/funding into the maintenance and testing of the more important building generator(s) which current receive no such annual certified maintenance or load testing...

- b. A temporary closure wall remains in place for the failure of an apparatus bay door. A replacement door is being secured/scheduled...
- c. Regarding Station 57, having delayed action two months ago for further edits to the South End Community Club letter, it is my understand that the Board plans to authorize and execute the letter tonight; advising the club of the District's efforts and considerations as well as its plans for moving forward...

4. Finance Report:

- a. We are pleased to present the 2019 budget's revenues and expense through the end of February. We have only presented the simpler summary sheet for your review and approval at this time. It is very early in the year of course so forecasting is difficult, however, in broad terms:
 - i. Overall revenues were at 3.533%, 13.133% under the month's benchmark of 16.666%...
 - ii. Overall expenses were 15.847%, just 0.819% under the month's benchmark...

5. Contractual Engagements:

- a. Regarding the District's on-going efforts to establish its compliance with the RCW requiring interlocal agreements for services:
 - i. *Cemetery District*: Final version will be forwarded to the cemetery district for review and approval/execution shortly...
 - ii. *Water District (#19)*: Final version will be forwarded to the cemetery district for review and approval/execution shortly ...
 - iii. *Vashon Parks District*: As you are all aware not only was I wrong about the Parks putting us on hold; they have presented us a 'services in lieu of cash' proposal. We will be providing them information shortly to assist in the current proposal...
 - iv. *King County*: There is nothing specific to report at this time. Chief Larson and I have organizing a meeting with counsel on April 10th to discuss/confirm/establish our plans moving forward...
- b. Regarding other open contractual efforts:
 - i. *Sprint*: We have made no progress with regards to an updated/extended agreement...
 - ii. *Muckleshoot Indian Tribe*: We have made no progress with regards to an agreement...
 - iii. *King County Metro Comfort Station*: We have no progress or new information to report upon at this time...

6. Business Engagements:

- a. In the course of the month we have engaged in the following agreements and/or purchases via soliciting quotes or use of our Venders' & Small Project Venders' Lists:
 - i. *Station 55 Apparatus Bay Door*: We authorized Cressy Door to proceed with the repair and replacements to the failed 'garage door' on March 19th after securing quotes from and having discussions with Cressy and Specialty Door manufacturers. Both I believe are on our small projects list. This is a change in door venders and is an unplanned for expense of some \$7,500...
- b. Additionally we are investigating and/or preparing to enter agreement(s) with regards to:
 - i. *Training Center New Furniture*: We are preparing to authorize the purchase of new chairs and tables for the Training Center. I am reviewing various products and quotes at this time to insure process is correctly followed and we secure the desired products. It is my intent to make this order before our next Board Meeting...

- ii. *Search & Rescue Prop*: Have secured the first contract to start the work we are investigating additional needs/quotes for work in support of our in-house efforts...
- iii. *Generator Maintenance & Testing*: We have begun investigating securing a vender to maintain and test the District's five generators to insure readiness when called upon...

7. Community Engagements:

- a. In support of General Joe Ulatoski efforts to support the return/reorganization of an Island wide council to represent the Island, I have offered the use of District meeting facilities to assist the idea...
- b. I attend the Chamber of Commerce's First Tuesday (05 Mar 19) coffee and engaged with those present on District & Island matters...
- c. I attended a VARSA presentation as a guest of the island's Rotary Club on March 7th...
- d. March 15th I met with members of the Vashon Maury Health Collaborative to discuss their efforts to have a hospital district on the November ballot. It is my understanding that they will be requesting time on an upcoming agenda to make a presentation to the Board of Fire Commissioners...
- e. Tuesday March 19th I met with former District member Marie Brady regarding her teaching a first aid class for the Island's equestrian clubs. In support of it we provided her with access to the former Board Room on April 10th for such a class and are investigating the availability and/or interest of any of our EMT's interested in offering her some assistance...
- f. Also on the 19th I attended a Vashon Ferry Advisory Committee Meeting at the library. In that the Island's Ferry Advisory Committee is unfunded I offered them meeting space, as possible and to waive their fees for such...
- g. I attended a public meeting regarding the proposed new housing project at Vashon Highway & 188th on the March 21st...
- h. Attended another community NERO presentation on the 24th with representatives of **VashonBePrepared** and King County Sheriff...

8. Strategic Planning:

- a. Significant time and energy has been and continues to be invested into consideration of a comprehensive Rescue Swimmer Program and its cost, requirements and/or need...
- b. For the recent, and growing, mechanical trials and tribulations with E55 & E56 (E-06 & E-05) we are reinvestigating/reconsidering their scheduled replacements and the ramifications of such adjustments...

9. Miscellaneous & Noteworthy Topic(s):

- a. Attended the Valley Communication Operations Meeting as well as the King County Zone 3 Fire Chiefs' Meeting in Kent on February 28th...



Conclusion of Report

Charles H. Kimmert, Fire Chief
Vashon Island Fire & Rescue
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Assistant Chief's Report
for the
Fire Commissioners' Meeting
of
27 March, 2019

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 8 personnel in the Part Time Program but, fortunately have one from the past returning next month and are advertising for more. Of the three new PTP two are nearing completion of the EMS binder and two will undergo their FF evaluation tomorrow

2. Overarching Training Topics:

- a. Academy 19-01 is in week 13 with a total of 6 recruits with 4 from VIFR, 1 from Central Kitsap and 1 self-pay. Graduation is scheduled for May 18 at the theatre. All have passed the mid-term exam and will be taking the FF1 written test tomorrow with the practical skills test this Saturday. The class will begin the 4 week HazMat course this Sunday. We are talking with Central Kitsap, South Kitsap and Bainbridge Island who are interested in placing recruits in 19-02.
- b. We are currently running a Support Academy for 2019 and have 3 students enrolled.
- c. The spring EMT Academy has two recruits and we are finishing up with two from the fall Academy.
- d. We are moving ahead with preparations for replacing the search and rescue prop with construction scheduled to begin on April 1st and with completion by July 31st.

3. Service/Call Volumes:

- a. As of 07:30, shift change today, the District has responded to 349 calls this year...a pace that suggests a possible yearend total of 1498..... Last year at this time we had responded to 366 calls. So far this year we have had 40 occasions of multiple calls. Last year we had 248 occasions of having multiple calls for service.

4. Miscellaneous/Noteworthy Topic(s):

5. Conclusion of Report

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