



Vashon Island Fire and Rescue
10019 SW Bank Road PO Box 1150
Vashon WA 98070 206.463.2405 206.463.2954 fax
www.vifr.org administration@vifr.org



**BOARD OF FIRE COMMISSIONERS
SPECIAL MEETING MINUTES
APRIL 25, 2023**

The Board of Fire Commissioners met for a Special Board Meeting on April 25, 2023, at the Penny Farcy Training Center located at 10011 SW Bank Road, Vashon, WA 98070. Chairperson King opened the meeting at 6:30pm with Commissioners Staczek, Brown, McCullough and Whitney present. Others attending the meeting were Fire Chief Vinci, Finance/HR Director Bosch and Administrative Assistant Paquette.

Chairperson King announced that the purpose of this Special Meeting was to conduct the Board's Regular Business as outlined in the posted Agenda. This was followed by the Pledge of Allegiance.

Agenda

Commissioners Staczek and McCullough moved and seconded to approve the agenda as presented. Motion carried unanimously.

A moment of silence was observed to honor the loss of Sean Hillman, a former Vashon Island Fire & Rescue Explorer. He will be greatly missed.

Correspondence

The Board reviewed the following correspondence:

- A thank you card from the Guide Dog Trainers
- A condolence card from the staff and board of the Voice of Vashon about the passing of Commission Simonds
- A letter from Dr Rea, Medical Program Director of EMS Services, recognizing the work of FF/EMTs B McMullen, J Smith, J Munger, B John, B Steele and B Skobel for their outstanding care of a citizen who suffered cardiac arrest on the North end ferry dock.

Welcome to Fire Commissioner Jim Whitney

Chairperson King extended a warm welcome to newly appointed Commissioner James Whitney.

Approval of Meeting Minutes

- Commissioners Brown and Staczek moved and seconded to approve the Regular Board meeting minutes of March 29, 2023, as presented. Motion carried unanimously.
- Commissioner Staczek and Brown moved and seconded to approve the Special Board Meeting minutes of the April 5, 2023, as presented. Motion carried with Commissioner McCullough abstaining, as she was not in attendance for that meeting.

Expenditure Approvals

- Commissioners McCullough and Staczek moved and seconded to approve Administrative Memorandum 23.04.01. Motion carried unanimously.
- Commissioners Staczek and Brown moved and seconded to approve Administrative Memorandum 23.04.02. Motion carried unanimously.



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Chief's Report

- Seven (7) recruits are in week 11 of the academy. All are doing well. Graduation is June 28, 2023. It is anticipated that they will begin shift beginning July 3, 2023.
- Three (3) career staff are currently in the pump academy.
- The new Division Chiefs are expected to begin on May 1, 2023.
- The staff will conduct five (5) interviews for the position of District Secretary on May 17, 2023.
- The district's new chaplain, Jim Hunziker, is expected to be fully onboarded within the next week or so.
- The educational materials for the Levy Lid Lift are nearly ready to be distributed. The ballot language has been approved by the prosecuting attorney. The Beachcomber will have an article in the upcoming publication. And all deadlines are being met!
- The Station 55 remodel plans are progressing nicely.
- WSRB will be back August 31, 2023, to review Burton station situation. Remediation of temporary housing is on-going with county.
- Staff have installed twenty-six (26) smoke detectors so far!
- Since January 1, 2022, there have been 96 times in which simultaneous calls have occurred. In one 40-hour time period had the district had twenty-one (21) calls.
- The SAFER grant is still in the review process.

Finance Director's Report

A copy of the Finance/HR Director's report can be found at:

[https://vifr.sharepoint.com/sites/FrontOfficeTeam/Shared%20Documents/General/FINANCIAL%20DOCUMENTS%20AND%20REPORTS/2023%20Financial%20Reports/2023%20Finance%20Reports%20to%20the%20Board%20\(PowerPoints\)/04.25.2023%20Finance%20Report.pptx](https://vifr.sharepoint.com/sites/FrontOfficeTeam/Shared%20Documents/General/FINANCIAL%20DOCUMENTS%20AND%20REPORTS/2023%20Financial%20Reports/2023%20Finance%20Reports%20to%20the%20Board%20(PowerPoints)/04.25.2023%20Finance%20Report.pptx)

- Commissioners Brown and Staczek moved and seconded to accept the January 2023 Treasurer's Report with the Cash Flow Statement. Motion carried unanimously.
- Commissioners Brown and Staczek moved and seconded to accept the February 2023 Treasurer's Report with the Cash Flow Statement. Motion carried unanimously.

New Business

- Appointment of "FOR" Committee members for August 1, 2023, Levy Lid Lift
Commissioners Brown and McCullough moved and seconded to appoint Ronald Smothermon, James Bristow and Gary English to the "For" Committee for the August 1, 2023, Levy Lid Lift. Motion carried unanimously.
- Appointment for "Against" Committee Members for August 1, 2023, lid lift levy.
There being no volunteers to fill these positions, Commissioners Brown and McCullough moved and seconded to decline to appoint any citizens for the "Against" Committee for the August 1, 2023, Levy Lid Lift. Motion carried unanimously.
- Resolution 23-415 Appointing Matthew Vinci as Claims Agent



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BOARD MEETING MINUTES

Commissioners Brown and Staczek moved and seconded to approve Resolution 23-415 appointing Matthew Vinci as the Claims Agent for Vashon Island Fire & Rescue. Motion carried unanimously.

Public Comment

- None were offered.

Good of the Order

- None were offered.

With nothing further to come before the Board, at 7:16pm motion was made and seconded by to adjourn the meeting Special Board Meeting of April 25, 2023.

The next regular meeting will be May 31, 2023, at 6:30pm.

Approved:

Board Chair: DocuSigned by:
Pam King
7F963F660478447... _____

Date: 6/5/2023

Vice Chair: DocuSigned by:
B Brown
2631642F580F458... _____

Date: 7/5/2023