



Vashon Island Fire and Rescue
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BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
JUNE 28, 2023

The Board of Fire Commissioners met for a Regular Board Meeting on June 28, 2023, at the Penny Farcy Training Center located at 10011 SW Bank Road, Vashon, WA 98070. Vice Chairperson Brown opened the meeting at 6:30pm with Commissioners Staczek, Whitney, McCullough, and Chairperson King. Others attending the meeting were Fire Chief Vinci, Finance/HR Director Bosch, Division Chief McDonald, and Division Chief Davidson.

Agenda

The following items were added to new business:

- Resolution No.23-417: Small works roster.
- A Board Action form for the purchase of two utility vehicles.

Commissioners Whitney and McCullough moved and seconded to approve the Agenda as revised. Motion carried unanimously.

Correspondence

The Board reviewed the following correspondence:

- A homeowner wrote a letter thanking VIFR for their successful efforts in fighting a house fire that occurred at his home.

Executive Session

- At 6:35pm a motion was made and seconded to recess into Executive Session for 15 minutes pursuant to RCW 42.30.110(c) to consider the minimum price at which real estate will be offered for sale lease when public knowledge regarding such consideration would cause a likelihood of decreased price. Motion carried unanimously. At 6:50 pm the meeting reconvened, with no decisions made.
- At 6:55pm a motion was made and seconded to enter into the second Executive Session for 10 minutes, pursuant to RCW 42.30.140: Collective bargaining sessions with employee organization, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement. Motion carried unanimously. At 7:05pm the meeting was reconvened, with no decision made. Commissioners McCullough and Staczek motioned and seconded to authorize the Chief to create an MOU between the District and the Union Local 4189 to develop a promotional process. Motion carried unanimously.

Approval of Meeting Minutes

- Commissioners Staczek and Whitney moved and seconded to approve the Regular Meeting minutes of the May 31, 2023 as presented. Motion carried unanimously.

Expenditure Approvals

- Commissioners McCullough and Staczek moved and seconded to approve Administrative Memorandum 23.06.01. Motion carried unanimously.
- Commissioners McCullough and Staczek moved and seconded to approve Administrative Memorandum 23.06.02. Motion carried unanimously.

Chief's Report

Chief Vinci reported on the following:

- Seven new FF/EMT graduates will be on days for three days. The first official shift begins in July.
- Station 55 remodel project: working with Valley Com, Plan design #7 is out for costing options with a bid for the decontamination station and walk-in aid room. A funding plan will be provided to the Board of Commissioners shortly.
- Fire Levy: *Coffee with the Chief* has been successful and will continue through the summer.
 - Educational materials will be out July 13 or July 14, 2023.
 - Assessed values on personal properties are down 12.2% which equals a lower return.
 - Safer Grant: awaiting more information.
- Fleet: working on specs for replacement equipment
 - If the levy passes, an engine can be replaced.
 - Marine 355, located at Quartermaster, has both a tracking service and depth finder.
- Community Risk Reduction
 - VIFR will continue the "Trip and Fall Prevention" presentations at the Senior Center.
 - CPR instruction will be held at the Sportsman Club.
 - Strawberry Festival will be held on July 14-16. VIFR will conduct CPR training and an extrication demonstration at the event.
 - Planning on a late summer early fall on-island Volunteer FF Academy.
- VIFR
 - 2 structure fires
 - 146 simultaneous calls YTD
 - 36 calls in 72 hours
 - 10 walk-ins between Friday am- Saturday am.

Finance Director's Report

- Tax collections through June are as expected.
- Staff is working on a budget revision.
- Two checking accounts will be added to the treasurer's reports.
- Commissioners McCullough and Brown moved and seconded to approve the May 2023 Treasurer's Report with Cash Flow Statement. Carried unanimously.

New Business

- **Resolution 23-416 Petty Cash Account and Signers**

Commissioners McCullough and Brown moved and seconded to approve Resolution 23-416 Petty Cash Account Signers. Motion carried unanimously.

- **Interlocal Agreement:** Use of Tablet Command Incident Command Platform Services. Commissioners McCullough and Brown moved and seconded to approve interlocal agreement as presented. Discussion followed: used by IC to have more control of incident scene, can monitor, and communicate with responders on scene, monitor what equipment is in use and what is needed, and manage large incident; will replace Active 911; our district is the last one to be using it. Motion carried unanimously.

- **Resolution No. 23-417 Small Work/Public Works Rosters** A resolution of the Board of King County Fire Protection District No, 13 (District) that authorizes and provides for establishment of small works roster or rosters, pursuant to RCW 39.4.155, and establishing a procedure for securing telephone, written or electronic quotations from contractors to assure competitive pricing and award of contracts to the lowest responsible bidder, and further authorizing the use of a consulting services roster for architectural, engineering or other services. Commissioners Staczek and Brown moved and seconded to approve Resolution No. 23-417 Small Works/Public Works Rosters as presented. Motion carried unanimously.
- Board action form for the purchase of two utility vehicles. Commissioners Staczek and Brown moved and seconded to authorize the Fire Chief to accept the bid and approve and execute the purchasing agreement for 2 vehicles as outlined in the proposed board action form. Motion carried unanimously.

Old Business

- **District Secretary**

Commissioners Staczek and King moved and seconded to appoint Lilie Corroon as District Secretary subject to successfully passing all pre-employment requirements. Motion carried unanimously.

Public Comment

- None

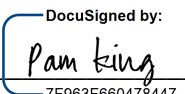
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- Commissioner McCullough thanked Commissioner Whitney for his assistance with the MIH program.

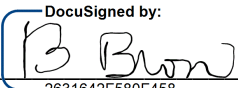
With nothing further to come before the Board, at 8:12pm a motion was made and seconded to adjourn the Regular Board Meeting of June 28, 2023. Motion carried unanimously.

The next regular meeting is scheduled for July 26, 2023, at 6:30pm.

Approved:

Board Chair:  _____ Date: 8/1/2023

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Vice Chair:  _____ Date: 9/7/2023

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