



Vashon Island Fire and Rescue
10020 SW Bank Road PO Box 1150 Vashon WA 98070
206.463.2405 www.vifr.org

BOARD OF FIRE COMMISSIONERS
SPECIAL MEETING MINUTES
November 7, 2023

The Board of Fire Commissioners of King County Fire Protection District No. 13 (Vashon Island Fire & Rescue) met for a Special Board Meeting on November 7, 2023. Chairperson King opened the meeting at 6:30pm with Commissioners Brown, Staczek and McCullough present. Others attending the meeting were Fire Chief Matt Vinci, Finance/HR Director Christina Bosch, and District Secretary Lilie Corroon.

Chairperson King stated the purpose of this Special Meeting was to conduct the following: 2024 Draft Budget Review and Discussion.

Chief Vinci began the meeting with the FY 2024 Budget Highlights to the Board of Commissioners. This included:

- Personnel
 - 2 new firefighter/EMTs in budget.
 - 2 new firefighter/EMTs proposed for SAFER Grant application.
 - 1 new program manager to support MIH, CRR, and administration projects.
- Fleet
 - Replace maintenance vehicle.
 - Reserves for engine, rescue, and brush truck.
 - Address ongoing repairs, major purchases tires/water pumps in engines and tenders.
 - New equipment for aid-cars/engines to include extrication tools, fans lighting, hose, saws, power cot.
- Facilities
 - ST55 Renovation project.
 - Maintenance of building roof & heater.
 - Administration building- replace flooring.
 - ST56 Apparatus Bay lighting.
- Programs
 - Develop CRR Plan.
 - MIH program funding for 2024.
 - Wellness/Fitness programs.



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- Enhance training opportunities.

Commissioner McCullough asked for clarification on the addition of the program manager position. Chief Vinci clarified to the Board that Lilie Corroon would expand her responsibilities in the full-time position and her responsibilities as District Secretary would remain the same.

Chairperson King asked that the board be sent the actual budget of 2023 to compare it to the 2024 proposed budget. Finance Director Bosch created a 5-year comparison of the budget including 2020, 2021, 2022, 2023 actual, 2023 appropriated, and 2024 appropriated. This document was introduced to the Board of Commissioners and shared on the public Zoom screen.

Director Bosch explained VIFR is budgeted to begin 2024 with a minimum of \$1.82 million. As of October 16, 2023, King County has said VIFR can call for \$6.67 million in tax revenue. Staff predict collecting around 97% of that. Chief Vinci wanted to note that VIFR has an updated Medic One lease agreement which is reflected in miscellaneous revenues as well as the newly finalized cell phone tower contracts.

While Chief Vinci and Finance Director Bosch continue to research new medical insurance plans, the administrative personnel budget might change slightly. In 2024, Chief Vinci anticipates having five crew members per shift instead of four which will help with overtime pay and coverage for shifts. The MIH nurse has been allotted 15 hours per week in the budget for 2024. This budget reflects the direct hire of an RN with VIFR. The budget reflects malpractice insurance, the MIH RN position, and the Medical Oversight Director. All positions are part time for MIH.

With no board action required, no action was taken.

With nothing further, the November 7, 2023, Special Meeting adjourned at 8:15pm.



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Pam King 12/26/2023
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Chairperson Pam King

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Candy McCullough 12/27/2023
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Commissioner Candy McCullough

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Jim Whitney 12/26/2023
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Commissioner James Whitney

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Commissioner Brigitte Schran-Brown

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Commissioner Camille Staczek

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Lilie Corroon 12/26/2023
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District Secretary, Recorder