



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 27, 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 27, 2023, in lieu of the regular meeting scheduled for November 29, 2023, at the Penny Farcy Training Center at 10019 SW Bank Rd, Vashon, WA 98070. Chairperson King opened the meeting at 6:30pm with Commissioners Brown, Staczek, McCullough, King and Whitney present. Others attending the meeting were Fire Chief Matt Vinci, Finance/HR Director Christina Bosch, Division Chief Ben Davidson, and District Secretary Lillie Corroon.

Agenda

Commissioners Whitney and Brown moved and seconded to approve the agenda as presented. Motion carried unanimously.

Executive Session

- At 6:32pm, a motion was made and seconded to recess into Executive Session for (10) minutes pursuant to **RCW 42.30.110(I)** To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

At 6:43pm, the meeting reconvened, with no decision to be made.

- At 6:43pm, a motion was made and seconded to recess into Executive Session for (5) minutes pursuant to **RCW 42.30.140(1)** Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or...that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

At 6:49pm, the executive session concluded, with no decisions made.



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Approval of Meeting Minutes

- Commissioners Staczek and Brown moved and seconded to approve the Regular Meeting Minutes of September 27, 2023. Motion carried, with Commissioner Whitney abstaining, as he was not in attendance of the meeting.

Expenditure Approvals:

- Commissioners Staczek and King moved and seconded to approve Administrative Memorandum 23.11.01. Motion carried unanimously.
- Commissioners McCullough and Brown moved and seconded to approve Administrative Memorandum 23.11.02. Motion carried unanimously.

Fire Chief's Report

Chief Vinci reported on the following:

Personnel

- Career Firefighter Recruitment Process
- Diversity Recruitment Workshop in Shoreline- December 16
- Volunteer Firefighter Recruitment- Second Info Session 12/2

Mobile Integrated Health

- Contracting with Medical Director, Dr. Buck
- MIH Nurse Recruitment

Fleet

- Surplus Engine E05, 2000 Spartan Pumper
- New Aid Cars will be here in late February.

Data

- YTD VIFR has 1484 911 responses on Island.
- November: Station 56- 38 responses, and 64 responses from Station 55
- Having additional lieutenants has been extremely helpful and the enthusiasm shows among the crews.
- EMS Transports YTD: 418 and 34+ for November 2023.

Training and Support Services



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- DOVE Project training is scheduled for three separate training dates. Each shift will get custom training.
- Airlift Northwest Training for each shift has occurred three times and will be out one more time for training.

Community Risk Reduction

- Nick of Time + CPR Vashon High School
 - Foundation dedicated to identifying cardiac issues in adolescents. Occurs December 6, 2023.
- VHS Athletic Trainer + Club Sports Coach CPR
 - All club sports coaches will receive hands on CPR training.
- Fire prevention education: engine rides to school.

Finance Director's Report

- As of November 24, 2023, the District's Cash Balance reflects total cash on hand as \$7,149,616.48.
- Ending balance for September 2023 for ambulance billing is \$353,920.63.
- November 2023 Report was reviewed by Commissioner Staczek and Chief Vinci.
- Commissioner McCullough volunteered to review the December Report.
- The FY223 Report due date for FEMT was extended to December 20, 2023. The Medicare Ground Ambulance Data Collection report has been completed and approved for submission no later than November 30, 2023.
- 2024 Regular Board Meeting Schedule: January 31, February 28, March 27, April 24, May 29, June 26, July 31, August 28, September 25, October 30, November 27 (will be rescheduled), December 25 (Will be rescheduled).
- Commissioners Staczek and Brown moved and seconded to approve the October Treasurer's Report. Motion carried unanimously.

Old Business

- None

New Business

New Business

- Resolution 23-420 Electronic Signatures, Commissioners McCullough and Whitney moved and seconded to accept Resolution 23-420. Motion carried unanimously.



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- Resolution 23-421 Surplus 2000 Spartan D/EX Engine, Commissioners McCullough and Staczek moved and seconded to approve Resolution 23-421. Motion carried unanimously.
Resolution 422 2024 Levy Increase, Commissioners Staczek and King motioned and seconded to approve Resolution 422-2024 for the levy increase. Motion carried unanimously.
Resolution 423 2024 Budget, Commissioners Whitney and Staczek moved and seconded to approve Resolution 423-2024. Motion carried unanimously.
Commissioner Brown wanted to let the record reflect that no community members attended any of the budget review meetings and the board unanimously agreed they were saddened by this.

Public Comment

- None

For the good of the order

Commissioner Brown noted that VIFR is in a very positive place as a Fire Department. Commissioner Brown is proud of the work being done at the department and thanks all that have contributed time and energy to the 2024 budget. Commissioner McCullough wished everyone a happy holiday and said it was nice to see the lights on at Station 56.

With no further business, at 7:29pm the meeting was adjourned.

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Chairperson Pam King

DocuSigned by: Camille Staczek 12/27/2023
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Commissioner Camille Staczek

DocuSigned by: Candy McCullough 12/27/2023
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Commissioner Candy McCullough

DocuSigned by: Lillie Corroon 12/26/2023
74BAB4354B7741F...
District Secretary, Recorder

DocuSigned by: Jim Whitney 12/26/2023
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Commissioner James Whitney

DocuSigned by: Brigitte Schran-Brown 1/5/2024
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Commissioner Brigitte Schran-Brown



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