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VASHON FIRE
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
REGULAR MEETING MINUTES
January 31, 2024

The Board of Fire Commissioners of King County Fire Protection District No. 13 (Vashon Island Fire & Rescue) met for a Regular Board Meeting on January 31, 2024, 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, and Whitney present. Others attending the meeting were Fire Chief Matt Vinci, Finance/HR Director Christina Bosch, Division Chief Ben Davidson, and District Secretary Lilie Corroon. Several members of the firefighter crew and their families were in attendance on both Zoom and in person.

Agenda
Commissioner Brown amended the agenda and added "policy on policies" to New Business. Commissioners McCullough and Staczek moved and seconded to approve the amended agenda. Motion carried unanimously.

Promotions
Chief Vinci acknowledged the members of the Fire District in attendance as well as their families and friends for attending and supporting those promoted. Chief Vinci reflected on the values, commitment, and vision of those promoted and all the hard work they have put in to reach this point. Chief Vinci began by presenting the new position of Program Manager to Lilie Corroon and the new position of Mobile Integrated Health Registered Nurse to Ashley Soares. Next, Chief Vinci lead the pinning ceremony for the three (3) promotions to Lieutenant for Lieutenant Brad John, Lieutenant Ben Steele, and Lieutenant Brian Skobel. Chief Vinci then announced the promotion of Ben Davidson to Division Chief of Training and Support Services. Each member promoted was given time to address the community and the station members to share a few words.

At 6:40pm motion was made and seconded to recess the meeting for six (6) minutes to allow for pictures with family members. At 6:46pmCommissioner Brown reconvened the regular board meeting.

Correspondence
The Board acknowledged two (2) letters from the public expressing gratitude to VIFR and their commitment to the community.

Executive Session
At 6:50pm, a motion was made and seconded to recess into Executive Session for (10) minutes pursuant to discuss RCW 42.30.140(1), Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to

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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 7:00pm, an announcement was made that the executive session would be extended by 30 minutes.
At 7:30pm, an announcement was made that the executive session would be extended another 30 minutes.
At 8:00pm, an announcement was made that the executive session would be extended another 15 minutes.
At 8:15pm the meeting reconvened, with no decisions or announcements to be made.

At 8:21pm, a motion was made and seconded to recess into Executive Session for (10) minutes pursuant to RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.
At 8:31pm, the meeting reconvened, with no decisions or announcements made.

Approval of Meeting Minutes
Commissioners Staczek and Whitney moved and seconded to approve the Special Meeting Minutes of December 20, 2023. Commissioner McCullough made alterations to the minutes clarifying that Commissioner Whitney has been promoted within his own department. The minutes were accepted with the changes.

Expenditure Approvals:
Commissioners McCullough and Staczek moved and seconded to approve Administrative Memorandum 24.01.01. Motion carried unanimously.
Commissioners McCullough and Staczek moved and seconded to approve Administrative Memorandum 24.01.02. Motion carried unanimously.

Fire Chief's Report
Chief Vinci reported on the following:
Personnel

- Recruit Firefighters Raven Mills and John Han will start academy on February 5, 2024. They have been training in pre-academy with VIFR for the last two and a half weeks.
- Probationary Firefighter/EMTs Meyers and Hernandez graduated on January 18, 2024 from academy.
- Volunteer Firefighter process will begin February 6th after three applicants for the program interview.
- Mobile Integrated Health Services is ready to launch on February 21, 2024.

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Fleet

- Aid-cars inspection is scheduled for February 21st. New power cots have arrived and are being prepped to get them in service.

Staffing for Adequate Fire & Emergency Response (SAFER)

- Two new firefighter positions

Assistance to Firefighters Grants

- Regional Grant with Mountain View for Wellness/Fitness Program

Facilities

- Station 58 Water Pipe Break/Damage
- Station 55 Water Damage/Mold

WSDOT/Washington State Ferries

- Aid-car fares- could save $5-7k in fares annually for aid cars.
- Contract for Services

Station Responses

- Total 180 calls this month
- 51 transports as of January 31, 2024
- 9 Medic Responses

Training and support services

- New recruits- 3 weeks at St55
- Hernandez & Meyers are in the middle of their 30 days Vashon specific ops training
- Quarterly Training Activities- Aerial training on the quint, wildland training in the Spring, multi company ops in the Fall.
- CERT- Fire Safety and medical training
- CPR- The Episcopal Church of the Holy Spirit & VISD. VIFR received a grant to help expand CPR training with the schools on Vashon Island.
- VIFR leads the zone in the amount of hours on training.

Finance Director's Report

On December 31, 2023, the District's total cash on hand was $6,638,992.94. Moving forward, the balances will be reported up to previous month ended. Total tax collections as of December 1, 2023 were overall on target. Current accounts are at $5,504,612.41 and delinquent accounts are at $105,247.22. Moving forward, the tax collections will be reported up to the previous month ended. VIFR has charged for 432 ambulance transports for 2023 up until November. The December 2023 Report was reviewed by Commissioner McCullough & Chief Vinci. The final report is presented for the Board's approval. There is no new information on GEMT or Medicare Ground Ambulance Data Collection. Commissioner Brown will review the next report in March.

Union Updates

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Chief Vinci shared with the board that the union voted for a new board for the union. Lieutenant Brad John was voted president, Captain Josh Dueweke was voted Vice President, Brian Lee was voted Secretary, and Matthew Hergott was voted Treasurer.

New Business

- Election of 2024 Board Chairperson
    - Commissioner Brown was nominated for this position by current Chairperson King. Commissioner Brown accepted the nomination.
- Election of 2024 Board Vice-Chairperson
    - Commissioner Staczek nominated Commissioner King for vice chair. Commissioner King accepted the nomination.
- Commissioners Brown and Staczek moved and seconded to elect Commissioner Brown as Chairperson and Commissioner King as Vice Chair. Motion carried unanimously.
- Local Board of Trustees- 2024 Local Board Members are Chief Vinci, District Secretary Lilie Corroon, Volunteer Firefighter Jim Wescott and both the Chair and Vice Chair of the Board of Commissioners.
- 2024 Legal Services Contract with Eric Quinn
    - Fixed monthly fee went up from $300-$500. This is an annual fee and this is the only change.
        - Commissioner McCullough and Brown moved and seconded to retain Eric Quinn for the year of 2024 as legal counsel.
- Message from Board Chairperson
    - Chairperson King read a statement expressing the Board's disapproval of Commissioner Candy McCullough's conduct. Staff have asked Commissioner McCullough to schedule appointments through the Fire Chief and provide predetermined topics of discussion in advance for all future meetings.
        - Commissioner McCullough stated she was disrespected by the Board and stated the accusations against the her are false.
        - Discussion continued about respect and the demanding work of the staff.
        - One commissioner was aware of Chairperson King's planned statement before it was made.

- Commissioner McCullough recommend in new business, that the board review one policy per month to keep in compliance with the policies. Discussion continues about using Lexipol to review policies. Lexipol takes your policies and compares them against other policies and best practices to update our own and clean up old policies. Chief Vinci suggested a mid-year project that Lilie Corroon and he will begin drafting a plan to update policies. Chief Vinci stated he would come back with a plan to review policies in February.

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Old Business

- Station 55 Renovation Project update
  - Osprey nest: October presented a plan to engage with ATT and T-Mobile. Vashon Audubon Society, February 8th meeting with working group to give an overview of our plan and next steps with the platform. Chief Vinci stated that $190k was spent on soft costs. The estimated cost of the project is $2.2 million and soft costs are estimated to cost $900k.
  - Hoping to go to bid as early as May. This could result in starting construction in July. County has committed to contributing 250k towards this project. Working on an MOU before bringing this to the Board.
- Commissioner McCullough asked for a copy of the statement given by Chairperson Pam King.

Public Comment

None were offered.

For the good of the order

Commissioner McCullough praised Chief Vinci for doing a nice job of his presentation of the promotional celebrations and also congratulated all those who were promoted and thanked them for stepping up to take on leadership roles.

With nothing further to come before the Board, at 8:37pm, a motion was made and seconded to adjourn the Regular Board Meeting of January 31, 2024.

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Brigitte Schran-Brown
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Commissioner Brigitte Schran-Brown

DocuSigned by:
Pam King
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Commissioner Pam King

DocuSigned by:
Candy McCullough
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Commissioner Candy McCullough

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Commissioner Camille Staczek

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Jim Whitney
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Commissioner James Whitney

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Lilie Corroon
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District Secretary, Recorder