DocuSign Envelope ID: DF7BC1DD-6215-415A-96D1-F08B92D4F8D1

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
February 28, 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 February 28, 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/ Program Director Lilie Corroon.

Agenda
Chief Vinci asked the Board to amend the agenda by adding a third executive session to the agenda under RCW 42.30.110(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. Commissioners Whitney and Staczek moved and seconded to approve the amended agenda. Motion carried unanimously.

Executive Session
At 6:33pm, a motion was made and seconded to recess into Executive Session for (15) minutes pursuant to discuss 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 6:48pm the meeting reconvened with no decisions or announcements made.

At 6:50pm, a motion was made and seconded to recess into Executive Session for (10) 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 7:10pm the meeting reconvened with no decisions or announcements made.

At 7:12pm a motion was made and seconded to recess into Executive Session for (5) minutes pursuant to RCW 42.30.110(c) To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price.
At 7:17pm the meeting reconvened with no decisions or announcements made.

DocuSign Envelope ID: DF7BC1DD-6215-415A-96D1-F08B92D4F8D1

Approval of Meeting Minutes
Commissioners McCullough and Brown made alterations to the minutes and those changes will be made before signatures. The minutes were accepted with the changes. Commissioners Staczek and Brown moved and seconded to approve the meeting minutes of January 31, 2024, as amended. Motion carried unanimously.

Expenditure Approvals:
Commissioners McCullough and Staczek moved and seconded to approve Administrative Memorandum 24.02.01. Motion carried unanimously.

Commissioners McCullough and Staczek moved and seconded to approve Administrative Memorandum 24.02.02. Motion carried unanimously.

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

- *Personnel*
  - Recruits are in week three for the Academy out of twenty. They will have their first evaluation on Friday.
  - Currently processing three volunteer firefighters
- *Fleet*
  - February 12-14, 2024, a team from VIFR went to Columbus, Ohio to check in on the new aid cars. These aid cars are Vashon specific and built out. They are currently en route to Salt Lake City to be received by the dealer. The vehicles will spend three more weeks at the dealer before arriving on Vashon. Sometime in April they will go into service. The new aid cars are a bit longer than regular aid cars. The additional length won't cost the district anything more as the Department of Transportation has agreed to an MOU to waive additional aid-car fees for ferry transports. This will save upwards of $6,000 to the district each year on ferry fees.
- *Facilities*
  - Station 56 is getting lighting and electrical upgrades. Station 56 is getting a new extractor and dryer so the crew can wash and dry their gear without needing to travel to Station 55 to do so. AFG 2023 Award is specifically paying for the extractor/dryer that will be installed at Station 56.
- *Policy Review*
  - Lexipol is a policy platform Chief Vinci hopes to get running in the 4th quarter. This will encourage and allow policies that have not been upgraded in 15 years to be reviewed and updated for the district.
- *Station 55 Renovation Project*
  - A water leak occurred at Station 55 after some winter storms. Chief Vinci explained that the leak has been patched for now.
  - Budget for Renovation: MACC is the hard costs and currently add up to $2,200,00 plus the soft costs are totaling a project estimate of $3,281,000. Right now, VIFR has $2,251,366 in facilities reserves and Medic One has agreed to add to the renovation funds with $250,000. Chief Vinci states VIFR is in a very good

DocuSign Envelope ID: DF7BC1DD-6215-415A-96D1-F08B92D4F8D1

position to pay this construction project in cash. Chief Vinci walked through the prospective architecture blueprint.
    - The basement will not be renovated but all water leaks in the sides of the basement will be fixed during construction.
    - Staff will be relocated out of Station 55 beginning in June 2024.
    - Timeline: March 1, 2024, King County will review permit remarks. March 1 finalize bid specs, May 1-June 1 bid period, June 1 bid opening, June 5 bid award. July 1 to May 1 of 2025 construction.
    - Meeting with Vashon Audubon: Chief Vinci and DC Davidson met with the Audubon Society along with consultants that work on environmental issues regarding bird displacement. The meeting was productive. The Audubon Society is working on finding an alternate location for the bird pole. The meeting was very collaborative and Chief Vinci will continue to update about that project.

Commissioner Staczek asked if there was a specific source of the water leak at Station 55. Chief Vinci stated yes, the opening is visible and has been properly sealed and will continue to be monitored until renovations.

- *Station Responses*
    - YTD 299, 115 this month, 184 last month. The addition of Station 56 is working. EMS transports are up this month to 81 YTD off island transports.
- *Training and support services*
    - The Consortium was at VIFR on 2/28 to do a training on Aerial Quint 355 with SKCFTC.
    - Seven career staff have completed the two-week pump academy.
    - FACT Trial- VIFR crews are leading the pack by taking part in a new CPR study using i-gel which is an oral airway that is inserted into the throat of the patient to make sure they get the best ventilation they can. Vashon Firefighter/EMTs are operating the CPR study at a 120-rate using two handed ventilations. Dr. Ray gave VIFR a shoutout for being the first in the County to reach those goals.
- *Community Risk Reduction*
    - Crews coordinated with VHS wrestling for EMS response if needed. Three additional CPR/AED training courses have been scheduled for March 11, May 28, September 16, and December 2, 2024.

Finance Director's Report

On January 31, 2024, the District's total cash on hand was $6,214,140.01. The Board can expect a 2024 Budget Revision to be presented at the April 24, 2024 meeting. The total tax collections as of January 31, 2024, show that current accounts are at -$1,671.66 (negative due to a County error that was refunded to a citizen). The outstanding balance is $6,688,380.50. The delinquent accounts currently stand at $19,907.78 (projected at $17,997). Collections are on Target for the first month of the year. January and February monthly treasurer's report are to be reviewed by Chairperson Brown and Chief Vinci in March. There is no new information on GEMT or Medicare Ground Ambulance Data Collection.

DocuSign Envelope ID: DF7BC1DD-6215-415A-96D1-F08B92D4F8D1

New Business
Policy Review: 2008 Harassment Policy: Attorney Eric Quin didn't think there was a need to update this old policy since we are going to use Lexipol and we should wait until we onboard that system.

Public Comment
Alice Larson commented she did not receive the monthly Board Book and Board Meeting date sent to her email. Chief Vinci reminded the community that board books and meeting information are always available on the VIFR website under the calendar. Lilie Corroon also noted that there must have been a blip with her emails that week because many emails were not received by board members though they showed they were sent successfully. IT will be contacted to resolve that issue.

For the good of the order
Commissioner McCullough thanked Christina Bosch, DC Davidson, and Chief Vinci for working with the union which was discussed in more detail in an executive session. Commissioner McCullough also made a shoutout and thanked Chief Coulson with Medic One for committing $250,000 towards the renovation project. Commissioner McCullough then thanked Chief Vinci for sharing his plans to reduce the size of his office in the renovation in order to build out a larger treatment room for walk-ins and also for working on updating the policies and procedures for the district.

With nothing further to come before the Board, at 8:29pm, a motion was made and seconded to adjourn the Regular Board Meeting of February 28, 2024. Motion carried unanimously.

DocuSigned by:
Brigitte Scran-Brown 4/24/2024
2631642F580F458...
Commissioner Brigitte Scran-Brown

DocuSigned by:
Pam King 4/17/2024
7F963F69078447...
Commissioner Pam King

Resigned before signing DS
Commissioner Camille Staczek

Absent DS
Commissioner Candy McCullough

Absent DS
Commissioner Jim Whitney

Attest:

DocuSigned by:
Lilie Corroon 4/17/2024
174BAB4854B7741F...
District Secretary (Recorder)