DocuSign Envelope ID: 0E335B2D-46AA-479C-B1A1-87551B628946

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
March 27, 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 March 27, 2024, at the Penny Farcy Training Center at 10019 SW Bank Rd, Vashon, WA 98070. Chairperson Brown opened the meeting at 6:30pm with Commissioners King and Staczek 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
There was a minor adjustment to the agenda to conduct the executive sessions in reverse order than as presented on the agenda. Commissioners Brown and Staczek moved and seconded to approve the amended agenda. Motion carried unanimously.

Executive Session
At 6:32pm, a motion was made and seconded to recess into Executive Session for (10) 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 6:42pm the meeting reconvened. Commissioners King and Staczek moved and seconded to authorize Chief Vinci to execute the settlement in full as discussed. discussed in full. Motion carried unanimously.

At 6:45pm, a motion was made and seconded to recess into Executive Session for (15) 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 7:00pm the meeting reconvened with no decisions or announcements made.

Approval of Meeting Minutes

DocuSign Envelope ID: 0E335B2D-46AA-479C-B1A1-87551B628946

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

Commissioners Staczek and Brown moved and seconded to approve the meeting minutes of February 28, 2024, as presented. Motion carried unanimously.

Expenditure Approvals:
Commissioners Brown and King moved and seconded to approve Administrative Memorandum 24.03.01. Motion carried unanimously.

Commissioners Staczek and King moved and seconded to approve Administrative Memorandum 24.03.02. Motion carried unanimously.

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

- *Personnel*
  - Eight firefighter/EMTs completed their one-year probation successfully.
  - Volunteer Academy- 1 recruit for the north bend academy with the state but unfortunately the state cancelled the academy due to lack of numbers to support the academy. Two recruits had to drop out because they could not do the second option offered but one will be going to the academy in Everett.
- *Station 55 Renovation Project*
  - Permitting Progress/ Bid Time Period
  - No outstanding items to get the permit currently. The second permit is for temporary housing for crews during construction for 10 months. Scheduled to go out for a bid on April 5th for 30 days. Bid documents have been reviewed and approved by general counsel.
  - Osprey Project- Continue work with Audubon Society. They are looking to relocate the osprey nest to another place on Vashon. VIFR has secured funds to help move the nest to a more permanent place. This will be a total of $750.
- Grants
  - RAFG Grant is a regional grant with Mountain View Fire for an in-house wellness and fitness program.
  - This would give an onsite registered dietician and nutritionist and strength and conditioning coach to train staff and volunteers.
  - SAFER application would fund 2 positions 100% for two years beginning in 2025.
- WSRB Report
  - Total dwellings: 5600 total dwellings on island, less than a third within a mile and a half, dwellings within 2.5 miles pay more for insurance premium.
  - Areas for continued improvement: Fleet (52% age and lack of back-up engines), training (20% company training and recordkeeping), Water system (20% hydrant flow testing, inspections and maintenance), distribution of

DocuSign Envelope ID: 0E335B2D-46AA-479C-B1A1-87551B628946

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

companies (33% Station 56 included, Station 58 unstaffed), Number of Company Officers (40% Lieutenants not included), Multiple alarms and cover plan (0%), Fire Prevention Programs and Inspections (Investigations, company inspections, Children Prevention Programs.

- 2023 Social Media
  - Facebook reached 119,499 and Instagram reached 16,440 for the year of 2023 and in 2024, VIFR has reached 29,991 people on Facebook and 1,528 on Instagram for the first quarter.
  - Will provide quarterly social media updates.
- *Station Responses*
  - YTD 419, 115 calls for the month (90 EMS, 25 Fire).
  - Station 56 responded to 36 calls and Station 55 responded to 79 calls. YTD, Station 56 responded to 144 calls and Station 55 responded to 273 calls.
  - EMS BLS Transports: 33 for the month, 115 for the year.
- *New Patch*
  - The Commissioner board was presented with the new patch for VIFR.
  - Renderings of the patch on new engines were provided for the board and the community.
- March 12 Kirby Rescue
  - Chief commended the crew that responded and ran the operation to save Kirby the dog.
  - Lieutenant Steele did a great job going over the cliff to save the dog.
  - Three out of five of the firefighters attended the commissioner meeting to be recognized by the Board.
- MIH Update
  - MIH program has caught up with referrals from the beginning of the program.
  - 75.9% of patients are 65+ in age.
  - Currently have 7 repeat patients meaning those patients have been seen multiple times by the program.
  - Total patients YTD is 32 with 40 total encounters.
  - MIH announced they are working to get a Narcan Drop off program implemented.
- Training and Support Services
  - Training- Incident command training, rope rescue technician training- one rope rescue technician will be on each shift.
- Community Risk Reduction
  - HazMat Response
  - Wildfire Risk assessment training. Mike Lasecki from King County reached out to help train on April 4th and 5th to address community concerns about wildfire preparedness.

DocuSign Envelope ID: 0E335B2D-46AA-479C-B1A1-87551B628946

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

Finance Director's Report

- The Board can expect a 2024 Budget Revision to be presented at the April 24,2024 regular meeting pending the outcome of the ongoing bargaining process.
- On February 29, 2024, the District had a total cash on hand of $5,971,969.73.
- Total tax collections as of February 29, 2024:
    - Current accounts: $167,819.73 with an outstanding balance of $6,513,690.83.
    - Delinquent Accounts: $18,127.11 with an outstanding balance of $161,278.53.
- Commissioner King will do the March Treasurer report review.
- Commissioners Brown and Staczek moved and seconded to approve and accept both January 2024 and February 2024 Treasurer's Reports. Motion carried unanimously.

HR Report

HR Director Bosch celebrated the work anniversaries since January 1st.

New Business

- Chief Vinci worked to bring down the cost to $75,000 which is over $20,000 less than the original to pay for a double wide modular unit to house the uniformed crews and Medics during the ten-month remodel. This company being used is on the small works roster. Chief Vince asked for support to secure this contract and secure the 60x30 modular during the construction phase.
- Commissioners Staczek and King moved and seconded to authorize moving forward with the rental agreement for the modular home that will house the uniformed crews during the Station 55 renovation. Motion carried unanimously.
- Policy Review: Burn permits and legal burning on the island during the burning season in the summer. VIFR follows the ultimate authority on whether Vashon can burn or not burn which is the King County Fire Marshall.

Public Comment

Alice Larson commended the district for the dog rescue. She also wanted to clarify some information about the WRSB report that Chief Vinci gave. She wanted to note that she did not believe there would be a big payoff in bringing the current grade of 5 to a 4 and noted she believed it seemed like a justification to bring on additional staff. Chief Vinci responded that it is not to justify getting more staff and that it is to make the best investment with the current revenue we have so that the taxpayers can get their best return on their investments from their tax fire levy. Dwellings not within a certain distance from a staffed fire station must pay more in insurance premiums because they are further away.

DocuSign Envelope ID: 0E335B2D-46AA-479C-B1A1-87551B628946

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

For the good of the order
Commissioner McCullough was absent with an unexcused absence and Commissioner Whitney was absent with an excused absence.

With nothing further to come before the Board, at 8:07pm, a motion was made and seconded to adjourn the Regular Board Meeting of March 27, 2024.

DocuSigned by:
Brigitte Schran-Brown 5/10/2024
2631642F580F458...
Commissioner Brown

Absent DS
Commissioner Whitney

DocuSigned by:
Pam King 4/30/2024
7F963F660478447...
Commissioner King

DocuSigned by:
Lilie Corroon 4/29/2024
74BAB4354B7741F...
District Secretary

Absent DS
Commissioner McCullough