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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
September 25, 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 September 28, 2024, at the Penny Farcy Training Center at 10019 SW Bank Rd, Vashon, WA 98070. Chairperson Brigitte Schran-Brown opened the meeting at 6:30pm with Commissioners Pam King, Candy McCullough, and Amy Drayer present. Others attending the meeting were Fire Chief Matt Vinci, Finance/HR Director Christina Bosch and Division Chief Ben Davidson. Commissioner Whitney was not present but received an excused absence.

Agenda
Commissioner McCullough corrected the date under "approval of minutes" to the correct date for September 25th, 2024. Commissioners King and Brown moved and seconded to approve the agenda as corrected. Motion carried unanimously.

Correspondence
Commissioner Brown read two letters thanking the fire department for their continued service and specifically for their recent 911 calls.

Executive Session
The meeting recessed for twenty minutes for an executive session pursuant to RCW 42.30.140(1) To discuss 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. The public meeting rejoined at 6:55pm with no motions or decisions to be made.

Approval of Meeting Minutes
Commissioners Brown and Drayer moved and seconded to table the approval of the meeting minutes of August 12, 2024 special meeting minutes. Motion carried unanimously. Commissioners Brown and Drayer moved and seconded to approve the August 21, 2024 meeting minutes. Motion carried unanimously. The August 28, 2024 meeting minutes were tabled until next meeting.

Expenditure Approvals:
Commissioners Drayer and Brown moved and seconded to approve Administrative Memorandum 24.09.01. Motion carried unanimously.

Commissioners McCullough and Brown moved and seconded to approve Administrative Memorandum 24.09.02. Motion carried unanimously.

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

- 59 applications so far, open for about two and a half weeks.
- Firefighter recruitment update, advertised in many different mediums.
- Women in Fire event, FF Mills and Dowell attending on behalf of VIFR.
- Offers by first week of December, recruits will start academy fourth week of January.
- Lieutenants and captains promotional testing process.
- 10 applicants currently for MIH registered nurse, LICSW interviews will be done in tandem.

Grants

- O2X Human Performance- AFG Award and Project Implementation
- SAFER implementation
- Puget Sound Energy EV Chargin Stations & Vehicle
- Puget Sound Energy LED Lighting for ST55
- Puget Sound Energy Wildland Preparedness Grant

Facilities

- Medic One Lease completed, 5 years, including $250k for renovations
- Courthouse/KCSO lease mediation scheduled
- RFP for an IT Assessment, current IT provider is retiring.

Community Engagement

- Open House Saturday, October 5, 9-12
- Vashon Community Event Prevention Overdose Deaths Sept 28, 10:30pm-2:30pm

Fleet

- Quint 355 Repairs and Testing
- New Engine- will be available by open house.
- Aid-Cars
- Support Replacement Project

Renovation Project Updates

- Weekly meetings
- 1st Pay Application Executed
- 90% structural demolition completed
- $7,231 in change orders as of today

Responses

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- Total YTD: 1416 responses, EMS: 77%.
- Station 55 for the month of September has had 97 responses, and Station 56 has had 49.
- August calls: 23, Transports: 4

MIH

- Total unique patients, 221
- YTD unique referrals received, 120
- Total referrals, 173
- Receiving more scheduled appointments, milestone 30 weeks, seeing a diversity of treatments: more wound care, chronic disease management.
- Working with Vashon Pharmacy for in-home vaccinations.

Training & Support Services

- CRR: Fire Prevention Week Education
- Training: Strength coach training, crew boss class, quarterly run review, King County Fire Chief's Leadership Conference, All hands training- multi-company operations.

Finance Report

- As of August 31, 2024, the Districts Cash Balance was at a total of $7,116,662.80.
- The district has received 73.1% of revenue as of August 31, 2024, with 26.9% remaining.
- Current tax collections for August 31 are $3,732,426.49 and delinquent accounts are at $133,271.53.
- The ending balance for ambulance billing as of July 31, 2024, is $444,136.07
- August monthly treasurer's report has not yet been reviewed. Please table report until meeting of October 30, 2024.
- GEMT: Collections to August 31, 2024: $374,234.99.
- Settlement for FY2023
    - $735,522.86 (funds to be received by October 26, 2024.
    - FY2024 Cost report data sent to consulting group. Report due November 27, 2024.
- Commissioner Brown and Drayer moved and seconded to table to August treasurer's report. Motion carried unanimously.

Union Staff Reports

- Monthly meetings are held, no news to report.

New Business

- Commissioner McCullough presented about the Washington State Fire Commissioner's Conference taking place in Spokane. She and Commissioner Drayer will attend this meeting. Commissioner McCullough encourages more commissioners to attend. Commissioner McCullough also spoke about the Oregon Fire Director's District Association having their conference the first week of November. Commissioner McCullough has been invited to present at this conference. Commissioner McCullough

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asks that the district reimburse her for the travel expenses like mileage to this conference. The request was in the budget, so no vote was needed. Costs will be covered by the district for both conferences.

- Commissioner McCullough also noted that the Brian Snure legal conference is available via zoom and encourages the other commissioners and admin staff to attend.
- 2024 Budget update and proposal- no action was taken on this item. The proposed changes are relatively minor and this proposal is a draft. There was no official action asked or taken at this meeting.
- Commissioner McCullough asked when there would be time for Commissioners to ask more questions and have time to go through with staff. Commissioner McCullough also asked that the 2025 budget be given to the commissioners and be able to compare five years of history.

Good of the Order

- Commissioner McCullough wanted to say thank you and best of luck to those stepping up for lieutenant and captain promotions. She also wanted to offer thank you to Ben Steele for offering strength and conditioning lessons to the district employees.
- Commissioner Brown asked Commissioner King chair the meeting on October 9, 2024.
- With nothing further to come before the Board, at 8:04pm, a motion was made and seconded to adjourn the Regular Board Meeting of September 25, 2024.

DocuSigned by:
Brigitte Schran-Brown 11/6/2024
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Chairperson Brigite Schran-Brown

Excused absence
DS
Commissioner Pam King

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Candy McCullough 11/4/2024
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Commissioner Candy McCullough

Signed by:
Jim Whitney 11/1/2024
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Commissioner James Whitney

Signed by:
Amy Drayer 11/3/2024
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Commissioner Amy Drayer

Attest:
DocuSigned by:
Lilie Corroon 11/1/2024
74BAB4354B7741F...
District Secretary Lilie Corroon