



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 25, 2024**

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 25, 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 Candy McCullough, Pam King, Amy Drayer and James Whitney present. Others attending the meeting were Fire Chief Matt Vinci, Finance/HR Director Christina Bosch, Deputy Chief Ben Davidson and Program Manager/District Secretary Lilie Corroon.

Agenda

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

Approval of Meeting Minutes

Commissioners King and Whitney moved and seconded to approve the meeting minutes of August 28, 2024, regular board meeting minutes. Commissioners McCullough and Drayer abstained because they were not present for the meeting. Motion carried.

Commissioners Brown and Whitney moved and seconded to approve October 30, 2024, regular board meeting minutes. Motion carried unanimously.

Commissioners McCullough and Brown moved and seconded to approve the November 18, 2024 special board meeting minutes. Commissioner Whitney abstained as he was not present for the meeting. Motion carried.

Expenditure Approvals:

Commissioners Brown and Whitney moved and seconded to approve Administrative Memorandum 24.11.01. Motion carried unanimously.

Commissioners Brown and Whitney moved and seconded to approve Administrative Memorandum 24.11.02. Motion carried unanimously.

Fire Chief's Report

Fire Chief Vinci reported on the following:

Personnel

- Recruit firefighters- start January 6
- MIH nurses- January 6
- Policy on family planning and reproductive health



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IT Project

- Assessment completed and priorities identified
 - Microsoft government solutions migration, WI-FI infrastructure, network modernizations
- Request for proposal

Renovation Project Update

- Weekly meetings
- Framing/plumbing/electrical
- Fourth pay-application processed - \$1,128,278.70 (28%)
- Roof painting and repair
- Temporary housing

VIFR Monthly Responses

- Total YTD: 1741
- Station responses YTD: Station 55 1121, Station 56 599.
- EMS Transports YTD: 551

MIH Report

- Total unique patients served = 190
- Total encounters = 352
- Patients with multiple services = 16
- YTD 235 unique referrals
- November 22, Lilie Corroon presented at the Senior Center on MIH.

Training and Support Services

Training

- Pump operator training
- Initial incident command training
- Officers attended the annual Battalion Chief Training
- O2X Human Performance Program

Community Risk Reduction

- Community CPR scheduled for December 2

Finance Director's Report

- Total cash on hand: \$8,708,215.70
- As of October 31, 2024, have received %92.7 of revenues.
- As of October 31, 2024, have %61.4 of expenditures.



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- Tax collections as of October 31, 2024- \$5,980,387.11 are the current accounts. The delinquent accounts are at \$134,950.89.
- Through the month of September YTD, we have billed \$1,439,982.68.
- October 2024 report not reviewed to date.
- GEMT: collections to October 31, 2024: \$568,771.46 (does not include settlement funds). The due date is extended to December 16, 2024.

No union/staff/committee reports were given.

New Business

Commissioners Whitney and King moved and seconded to approve Resolution 24-433-2025 to increase the 2025 property taxes. Motion carried unanimously.

Commissioners Whitney and King moved and seconded to approve Resolution 24-434-2025, adopting the 2025 budget. Motion carried unanimously.

Commissioners Whitney and King moved and seconded to approve the professional services contract for the Fire Chief, motion carried unanimously.

Commissioners Whitney and Brown moved and seconded to approve the professional services contract for the Deputy Chief, and the motion carried unanimously.

Commissioners Whitney and King moved and seconded to approve the professional services contract for the Finance/HR Director, and the motion carried unanimously.

Commissioner Brown adjourned the meeting at 7:18pm.

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Brigitte Schman-Brown
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Commissioner Brown
DocuSigned by:
Candy McCullough
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Commissioner McCullough
Signed by:
Amy Drayer
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Commissioner Drayer

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Absent from U
Vote
Commissioner Whitney
Signed by:
Pam King
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Commissioner King
DocuSigned by:
Lilie Corroon
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District Secretary