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VASHON FIRE
Vashon Island Fire and Rescue
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BOARD OF FIRE COMMISSIONERS
SPECIAL BOARD MEETING MINUTES
January 29, 2025

The Board of Fire Commissioners of King County Fire Protection District No. 13 (Vashon Island Fire & Rescue) gathered on Wednesday January 29, 2025, at 10019 SW Bank Rd, Vashon, WA 98070 (Training Center). Commissioner King opened the meeting and led the pledge of allegiance at 6:30pm. Commissioners King, Drayer, McCullough, and Brown were in attendance at the meeting. Commissioner Whitney had an excused absence.

Agenda

Commissioners McCullough and Drayer moved and seconded to approve the agenda as amended. Motion carried unanimously.

Commissioner Brown motioned to recognize and appointment of Ben Davidson as Interim Chief until such a time as the chief search can be concluded including commiserate pay. Commissioner McCullough was opposed. In the opinion of people who work for Ben and those people don't believe he is ready. McCullough stated Davidson needs more mentoring to be a good chief and hopes that he makes good use of the hired mentor.

Davidson stated he learned a lot from Chief Vinci and built relationships with several Fire Chiefs in the Zone. All the Chiefs he has worked with are continuing to assist him and he feels he has had strong mentorship to prepare him for this role.

Approval of Meeting Minutes

Commissioners Drayer and McCullough moved and seconded to approve the meeting minutes of December 19, 2024. Motion carried unanimously.

Commissioners Drayer and McCullough moved and seconded to approve the meeting minutes of December 30, 2024. Motion carried unanimously.

Commissioner Drayer wanted to adjust January 6, 2025, meeting minutes for some spelling and grammar corrections. Commissioner McCullough seconded as amended. Motion carried unanimously.

Expenditure Approval

Commissioners Drayer and McCullough moved and seconded to approve Administrative Memorandum 1-2025 which included the following:

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Expense Fund				
Payment Date Vouchers	**Voucher From**	**Voucher to**		**Amount**
12.31.2024	241209001	241209005	$	63,342.42
01.01.2025	250101001	250101018	$	35,652.06
01.08.2025	250102001	250102017	$	50,170.90
01.15.2025	250104001	250104029	$	76,063.00
01.22.2025	250105001	250105018	$	43,178.69

Electronic Payments		
12.31.2024	$	3,225.21
12.31.2024	$	131,786.66
01.15.2025	$	71,722.92
01.29.2025	$	291.92

Payroll ACH		
12/31/2024	$	7,821.38
12/31/2024	$	88,785.30
12/31/2024	$	464.86
01.15.2025	$	95,057.80
01.29.2025	$	1,762.04
Total		**$669,325.16**

Motion carried unanimously.

Fire Chief's Report

Station 55 Renovation Project

- Weekly meetings have continued
- Mechanical/ plumbing/ electrical have all been roughed in.
- Framing for the construction project is officially done.

Personnel

- New FF recruits just completed their pre academy today.
- Have been working every day this month with crews to prepare.
- February 3, they begin their fire academy at SKCFTC Fire Academy.
- Two new RNs and one LICSW

IT Assessment

- New IT services in effect have been very busy.

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- Started implementing assessment improvements and have been great to work with.

Training

- We received the 2024 training hours report from SKCFTC which place VIFR at the top in the Zone with an average of 36 hours each FF per month.
- Pump Academy: 1 ff will be attending an 80-hour pump academy in February.
- Another will attend the next class in May.
- Spots have been requested from SKTFC for the following:
    - Red Card
    - Rescue Swimmer
    - Rope Rescue Technician
    - Vehicle Extrication

VIFR Monthly Responses

- January: 142 total
- Station 55 Responses: 98, Station 56 Responses:44

Program Director's Report

MIH

- Total Unique Patient services = 29
- Total Encounters= 41
- Average number of encounters per patient= 1.5
- Encounter Average length (hours): 40 minutes
- LICSW Position Filled, MIH Presentation at the Library for community, Mid-Level Provider Interviews
- CPR Class February 17 6-8pm
- VIFR, Puget Sound, Redmond Fire Ride-Alongs
- 2025 Hours: Monday, Wednesday, Friday 8am-4:30pm
    - Online scheduling
    - Internal/external referrals
    - Walk-ins
    - Phone calls
    - Add-ons to calls

Finance Director's Report

- On December 31, 2024, the District's Cash Balance totaled $7,650,212.37.
- As of December 31, 2024, the revenue received was $12,975,764, and budgeted was $12,912,092.
- As of December 31,2024, the expenditure position was budgeted for $12,912,092. The amount spent was $10,147,336. The ending cash balance was $2,882,013.

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- Total tax collections for 2024:
    - Current accounts: $6,483,277.56
    - Delinquent accounts: $144,130.49
- Ambulance billing financials ending balance as of November 2024 is $301,832.57, December not yet reported.
- GEMT collections to December 31, 2024, were $1,377,088.26.
- Commissioners McCullough and Drayer moved to accept the December 2024 Treasurer's Report and cash flow. Motion carried unanimously.

Union and Committee Report

No reports.

Executive Session

The board of commissioners recessed into executive session for ten minutes at 7:32 pm under RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The meeting was reconvened with the public at 7:42pm. Commissioner Brown and Drayer moved and seconded to recognize and appoint Ben Davidson as Interim Fire Chief until such a time as the chief search can be concluded which includes commensurate pay retroactive to Chief Vinci's last day, January 18, 2025. Commissioner McCullough opposed the motion. She explained she has received clear messages from some people at VIFR who don't believe Davidson should be named "Interim" Fire Chief now. She added she believes someday Davidson could be a good fire chief after some mentoring from Puget Sound Fire. Motion passed with one opposed.

New Business

Courthouse Lease: no board motion necessary, just an update on where the district is at.

Fire Chief Recruitment Request for Proposal: This RFP must be published for a minimum of 31 days. Commissioners discussed updates to the RFP and made edits. Mid-March will be a special meeting for commissioners to go over the responses to the RFP. There will be an in-house committee to select the RFP. Christina Bosch said she will edit the RFP and it will be done by Monday. Commissioners discussed that there should be a 45-day waiting period from the posting date. Commissioner McCullough moved to appoint Christina Bosch to post the RFP for recruitment agencies and make the open period for 45 days. Drayer seconded. Motion unanimously approved.

Commissioners McCullough and Drayer moved to approve 25-436 authorizing Christina Bosch to be named as the records custodian. Motion approved unanimously.

Commissioners McCullough and Drayer moved and seconded to approve 25-437, authorizing Deputy Chief Davidson to execute certain contracts on behalf of the district. Motion carried unanimously.

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Commissioners Drayer and McCullough moved and seconded to approve 25-438, appointing Deputy Chief Davidson as claims agent for the district. Motion carried unanimously.

Commissioners McCullough and Drayer moved and seconded to approve 25-439, updating the petty cash account signers for the district. Motion carried unanimously.

Commissioners McCullough and Drayer moved and seconded to approve 25-440, updating the auditing officer for the district. Commissioner McCullough noted there was a misspelling of the word “warrants” under the fifth “whereas” section. With the spelling adjustment, the motion carried unanimously.

Old Business

Commissioners McCullough and Brown moved and seconded to approve Policy 2064 Family Planning Reproductive Health Policy Review. Commissioner McCullough made a revision to the policy to make it retroactive to January 1, 2025. Motion carried unanimously.

Good of the order

Interim Chief Davidson thanked the board and promised to work hard for the staff and the community. Commissioner Drayer announced she is looking into starting an interest group on MIH with more details to come after further discussion. This would include relevant stakeholders and two commissioners from the board of fire commissioners.

Christina Bosch stated that February 19 is the closing of the auditor’s report. A more formal notification of that will be presented at the next board meeting.

Commissioner McCullough stated she had a strong reaction to cancelling all federal grants. SAFER grant is a federal grant so that was worrisome. Christina Bosch said the district is already working on making sure any federal grant money that would be stopped, is already covered by the district in different ways. Confident with freezing cash flow or funding by the federal government that things are in place to keep things moving smoothly.

Commissioner King moved to adjourn the meeting of January 29, 2025, at 8:33pm.

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