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VASHON FIRE
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BOARD OF FIRE COMMISSIONERS
REGULAR BOARD MEETING MINUTES
September 24, 2025

The Board of Fire Commissioners of King County Fire Protection District No. 13 (Vashon Island Fire & Rescue) gathered on Wednesday September 24, 2025, at 6:30pm, in person and virtually to hold the regular board meeting. Commissioners Brown, Drayer and McCullough were in attendance as well as Interim Chief Davidson and Program Director Lilie Corroon. Commissioner Brown opened the meeting with the pledge of allegiance.

Agenda

A request for public comment was made to move to the beginning of the meeting, and a formal resolution was added to the agenda for new business. Commissioners McCullough and Drayer moved to approve the 9.24.25 meeting agenda as amended. Motion carried.

Public Comment

Homeless Encampment Near Fire Station: Lyle Harris, a neighbor of the fire station, raised concerns to the board about a homeless encampment in a nearby parking lot, discussing safety, sanitation, and property ownership issues, with follow-up actions involving the sheriff and King County.

Approval of Meeting Minutes

Commissioners McCullough and Drayer moved to approve August 27, 2025, regular meeting minutes. Motion carried.

Commissioners tabled the meeting minutes for special meeting September 17, 2025 until October 29, 2025 meeting.

Expenditure Approval

Commissioners Brown and McCullough moved to approve Administrative Memorandum 9.2025. Motion carried unanimously. Administrative Memorandum 9.2025 is as follows:

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Expense Fund			
Payment Date Vouchers	**Voucher From**	**Voucher to**	**Amount**
08.27.2025	250806001	250806008	$ 27,664.77
08.31.2025	250808001	250808005	$ 61,690.68
09.03.2025	250901001	250901011	$ 3,783.10
09.10.2025	250902001	250902023	$ 175,601.75
09.17.2025	250905001	250905017	$ 54,932.95

Electronic Payments	
08.31.2025	$ 71,243.58
09.15.2025	$ 103,629.65
09.26.2025	$ 54.60

Payroll ACH	
08.31.2025	$ 92,213.65
09.15.2025	$ 132,098.98
09.26.2025	$ 329.70
Total	**$723,243.41**

Fire Chief's Report

10-Year Apparatus Forecast: Chief McLaughlin outlined a 10-year forecast for vehicle replacement, including anticipated costs, replacement schedules, and the impact of inflation, noting that fire apparatus prices have doubled in the past decade and require advance planning due to long build times.

The chief explained that pre-ordering and financing vehicles in advance can result in significant cost savings, as demonstrated by a recent engine purchase that saved over $200,000 compared to current prices.

The board discussed the need for a new MIH vehicle due to increased program demand, the status of the tender and brush truck nearing end-of-life, and the operational and financial implications of replacing or retaining these vehicles.

Chief McLaughlin proposed acquiring a Type 3 engine that can serve both wildland and structure fire roles, highlighting its operational flexibility, reimbursement potential from state mobilizations, and suitability for local conditions.

Deputy Fire Chief Report

Chief Davidson provided an update to the board on the completion of the Station 55 remodel, including new facilities, gear storage improvements, and preparations for the upcoming open house.

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Preparations are underway for the October 4th open house, including community activities, demonstrations, and the installation of new signage, although the signage will arrive after the event.

A new decontamination and gear storage room has been established, improving safety and cleanliness for firefighter equipment and providing better protection from UV and exhaust exposure.

Upcoming training includes rope rescue operations, promotional exams for lieutenants and captains, and a recent earthquake scenario exercise involving multiple agencies and after-action reviews.

Program Director Report

The MIH program has seen 77 appointments from September 1st to 24th, with new staff including Paul McGown, PA-C, who is bilingual and expanded roles for nurses, enabling more simultaneous patient visits and outreach.

The program secured view-only Epic access through a contract with Virginia Mason Franciscan Health, integrated LabCorp with Athena for streamlined lab orders, and established partnerships with Vashon Pharmacy and Dispatch Health.

MIH now offers in-home lab draws (when necessary), imaging orders, and urgent care services, and has resumed weekly visits to the Senior Center, increasing access for patients with urgent or follow-up needs.

The addition of bilingual staff has enabled the program to serve non-English-speaking patients more effectively, with four or five recent appointments involving patients with no English proficiency.

Finance/HR Director Report

As of August 31st, the district has over $4.5 million in cash on hand, with 75.6% of budgeted revenue received and expenditures on target for the year. Current tax collections are on track, but delinquent collections are lagging projections, likely due to a slowdown in home sales, which may require adjusting future expectations.

The remodel's total cost is projected at approximately $4.67 million, including change orders, with about $35,000 remaining; the project uncovered additional issues such as mold and networking needs, which are being addressed within the budget.

The district is working with King County to establish a dedicated reserve fund for mobilization-related revenue, ensuring transparency and proper allocation of these funds for future vehicle and equipment needs.

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Firefighter Myers has left the department, and the current roster includes 57 personnel across career, volunteer, and commissioner roles.

Commissioners Brown and McCullough moved and seconded to approve the July 2025 Treasurer Report with Cash Flow Statement. Motion carried.

Commissioners Brown and McCullough moved and seconded to approve the August 2025 Treasurer Report with Cash Flow Statement. Motion carried.

Union and Committee Report

No reports.

New Business

Chief McLaughlin informed the board of plans to terminate the current IT contractor due to unsatisfactory performance and initiate an RFP process to secure a new provider. The district will provide formal notice to terminate the existing IT contract, which includes a three-month termination period, due to unresolved technical issues affecting critical operations. An RFP will be issued to find a new IT contractor, with the possibility of double-paying during the transition if a new provider is found quickly; the board discussed the need for a simpler, more reliable IT setup.

It was recommended to surplus the Quint vehicle early, as it is not essential for the district's insurance rating and is rarely used, which would reduce annualized fleet costs by approximately $200,000. *Commissioners McCullough and Drayer moved and seconded to approve removing Quint 355 from service and moving it to surplus. Motion carried.*

Commissioners McCullough and Brown moved and seconded to approve the updated Voice of Vashon Agreement for Lease of Antenna Space. Motion carried.

Old Business

None to report.

Good of the Order

Let the minutes reflect that Commissioner Whitney had an unexcused absence and Commissioner King had an excused absence from the September 24, 2025 meeting.

Meeting adjourned at 8:03 pm.

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Brigitte Schiran-Brown
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Commissioner Brown

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Jim Whitney
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Commissioner Whitney

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District Secretary