

**VASHON ISLAND FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS**

Minutes

**Date:** 03/14/2017

**Time:** 6:30 p.m.

**Place:** 10020 SW Bank Rd, EOC Room

**REGULAR MEETING**

1   **Present:**     Camille Staczek, Chair  
2                    David Hoffmann, Commissioner  
3                    Brigitte Schran-Brown, Commissioner (participated by telephone)  
4                    Candy McCullough, Commissioner  
5                    Charles H. Krimmert, Fire Chief  
6                    Assistant Chief Robert Larsen  
7                    Susan Wolf, Minute Taker

8   **Absent:**     Ron Turner, Commissioner (excused)

9   **Guests:**     Susan Reimer, Matt McCann and Josh Dueweke.

10 **Amendments to Agenda**

11 None.

12 **Approval of 02/27/17 Minutes**

13 Motion by Commissioner Hoffmann:

14                **“I make a motion to approve the 02/27/17 minutes.”**

**MINUTES APPROVED, 3-0**

16 **Voucher Approval**

17 Motion by Commissioner Hoffmann:

18                **“I move that we approve the referenced vouchers as detailed in Administrative**  
19 **Memorandum 03.14.2017-1.”**

**MOTION PASSES, 3-0**

21 **Chief’s Report**

22 Chief Krimmert provided his written report to the Commissioners and District Secretary.

- 23     • Highlights: Monday, March 10, all four aid car were transporting patients; fortunately one
- 24        was to the local clinic while the others off-island. Twelve responders answered a residential
- 25        fire on March 4.

26 [Commissioner Schran-Brown is connected via phone]

- 27 • A/C Larsen met instructors at SKCFTC where he learned our recruits are doing fine.  
28 Graduation will be 15 May from 1800-2000 hours at the Training Consortium building.  
29 • So far we've responded to 311 calls; last year at this time it was 319.  
30 • The chief is working on a staffing summary for the Board to review. He'll be holding an  
31 informal volunteer meeting on March 20. We are advertising for a part-time front  
32 receptionist.  
33 • He's close to finishing a summary of our fleet status. Because of the new Medic units, he's  
34 made an arrangement for the medics' back-up unit to be parked outside to save us costs in  
35 rearranging the exhaust vents. House (Station) 56 has no exhaust vent, which could be  
36 hazardous, so he's researching that.  
37 • Our agency's financial forecast is concerning. We are finalizing the financial process for  
38 transitioning the medics out of payroll.  
39 • Heavy rains are forecasted with possibilities of landslides, so use caution.  
40 • Explorers were concerned about the growth and stability of their program so they hosted and  
41 organized an Open House. Twelve or so potential high school applicants attended.

42 **New Business**

43 SOP 2010 Holidays

44 Motion by Commissioner McCullough:

45 **"I move we approve SOP 2010 the Holidays."**

46 **MOTION PASSES, 4-0**

47 **Old Business**

- 48 • The chief reported that the evaluation policy and forms are still a priority. He hopes to roll  
49 that out to volunteers on Monday to see if they have an interest in being evaluated.

50 **General Comments**

51 None.

52 **For the Good of the Order**

53 ACTION ITEM: Susan to add to the next agenda – Financial Status of the Agency.

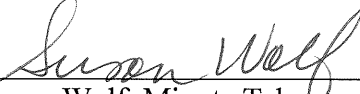
54 **Documents Signed**

55 The Chair adjourned the meeting at 18:44.

56 *The next Regular Meeting will be on Tuesday, 03/28/17 at 6:30 p.m.*  
57 *at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 28 day of March, 2017.

  
Camille Staczek, Chair

  
Susan Wolf, Minute Taker



## OFFICE OF THE FIRE CHIEF

**Chief's Report**  
for the  
**Fire Commissioners' Meeting**  
of  
**14 March 2017**

As a brief overview of the district, focusing on highlights since the board's last meeting, please accept the following information:

**1. Overarching Operational Topics:**

- a. Morning of 10 March we had all four aid cars engaged in transports, three off island and one to clinic...
  - i. A patient did not wish to go to the hospital otherwise all four would have been off island...
- b. We had a residential house fire two Saturdays ago (04 Mar 17), considering the circumstances all did quite well...
  - i. Twelve responded; seven of them firefighters, four EMT's and one Fire Support...
  - ii. Two tenders T55 (Nurse) and T56 (Shuttle) were actively engaged...

**2. Overarching Training Topics:**

- a. Assistance Chief Larsen met with SKCTC personnel on March 1<sup>st</sup> and Recruits Lenz & McMillian are both doing well...
- b. As requested the graduation date for our two fire academy recruits is Monday 15 May 2017 18:00 to 20:00...

**3. Service/Call Volumes:**

- a. As of 07:30, shift change today, the District has responded to 311 calls...
  - i. Based on last year's call volume we should be around 319 calls at this time...

**4. Staff/Personnel:**

- a. A draft executive summary of staffing related topics is beginning to be assembled...

- b. A 'Volunteers Only' Meeting is planned for 19:00 March 20<sup>th</sup>...
- c. We are actively advertising for a part-time front desk and administrative staff position...
- d. Collective Bargaining with Local 4189 is ongoing...

**5. Fleet:**

- a. A draft executive summary of the fleet is being finalized for your review and consideration. It will be in your mailboxes or digitally forwarded to you shortly...
- b. Based on functional aspects of the vehicle layout within House 55's apparatus room it has been discussed, and agreed to, with Medic One's administration, that Medic 90 (Back-up Unit) shall be relocated exterior of the building...
  - i. It is going to be parked in the northern most stall immediately east of the utility building under the radio/transmission tower...
  - ii. To facilitate this change we shall be providing a 'shore power' connection for M90...

**6. Facilities:**

- a. House 56 has no exhaust extraction system in place presenting a health concern that requires timely investigation and action. We are investigating options at this time and will prepare recommendations for the board's consideration...
  - i. As an additional consideration, Houses 57 & 59 also are without such systems...

**7. Financials:**

- a. Final/Official State Auditors' Report on our 2015 fiscal year has been presented to us and I understand it to be in your individual packages...
  - i. Final report remained aligned with the preliminary results previously discussed...
- b. We are continuing to finalize the financial aspects of the paramedic transition and shall close this chapter on our history shortly...

**8. Miscellaneous/Noteworthy Topic(s):**

- a. Explorers held a successful Open House last Thursday (09 Mar 17) with close to a dozen interested High Schoolers attending...
- b. For current weather and heavy rains now and over last several weeks landslide warnings are being issued...

Conclusion of Report

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Charles H. Krimmert, Chief  
**Vashon Island Fire & Rescue**  
1 206 463 2405 (Office) Extension 301  
1 206 300 0952 (Mobile)