

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

Minutes

Date: 08/30/16

Time: 6:30 p.m.

Place: 10020 SW Bank Rd., Vashon, EOC

REGULAR MEETING

- 1 **Present:** Candy McCullough, Chair
2 Brigitte Schran-Brown, Vice-Chair
3 Camille Staczek, Commissioner
4 David Hoffmann, Commissioner
5 Ron Turner, Commissioner
6 Robert Larsen, Interim Assistant Chief
7 Susan Wolf, Minute Taker
- 8 **Guests:** Ben Davidson, Mark Brownell, Andy Johnson

9 **Amendments to Agenda**

10 None.

11 **Approval of 08/09/16 Minutes**

12 Motion by Commissioner Hoffmann:

13 "I move we approve the minutes of 08/09/16."

14 **MINUTES APPROVED, 4-0 (one abstention)**

15
16 **Voucher Approval**

17 Motion by Commissioner Staczek:

18 "I move that we approve the referenced vouchers as detailed in Administrative
19 Memorandum 08.30.2016-1."

20 **MOTION PASSES, 5-0**

21 **July Financial Report**

- 22 • Chief Larsen provided the Board a synopsis of the financial report: 58% of the year been
23 exhausted with 60% revenues received and expenditures also at 58% of budget.

24 Motion by Commissioner Turner:

25 "I move we accept the July Financial Report."

26 **MOTION PASSES, 5-0**

27

28 **Chief's Report**

29 *A/C Larsen:*

- 30 • He will be sending out 2017 budget information this week and will get requests back. So far
31 he's attended two webinars and had two conference calls from BIAS on using the budget
32 function. He anticipates it will be straightforward.
- 33 • The work has been completed on the Burton station.
- 34 • The Brush Truck went to Spokane a week ago, taken by Brett along with two volunteers.
35 Last Monday we sent another volunteer over to replace one volunteer that had to come back
36 to his job. They were then deployed to the Leavenworth fire. If you've seen the pictures of
37 the dog that was rescued, our crew had a hand in that.
- 38 • Call volume: 124 this month (our heaviest month of the year) and 1,067 calls year-to-date,
39 which is slightly up from last year.
- 40 • The Training Consortium bill has been reviewed. It is for \$88,800 and some change for the
41 year - only up \$275 this year. Chief Larsen stated if scheduled correctly and we maintain
42 that scheduling, it should eliminate the problems we had last year. Due to the safety from
43 liability concerns regarding training, Chief Larsen said that Labor & Industry will be satisfied
44 we are training all our employees the same and to area standards, so he recommends we stick
45 with the South King County Training Consortium (SKCTC) again.
 - 46 ○ *Comments:* Jason Everett conducted a study and supplied the results to A/C Larsen.
47 The survey was not necessarily positive, mostly due to scheduling issues and some
48 training doesn't work for Vashon, but Mark Brownell had a positive outlook. Not
49 every training is applicable for Vashon (such as high rises or multi-company
50 operations) but the consortium is willing to adjust the topics.
 - 51 ○ Some positives: With SKCTC There is one place to go, you can go online, see what
52 you need to complete and it tracks your training.
 - 53 ○ The classes taught here by SKCTC instructors have been really good. Instructors
54 don't seem to have egos and they give some individual help. Blue card raised Mark's
55 confidence in running a fire scene and was good training, if long. Andy Johnson
56 agreed.
 - 57 ○ Chief Larsen recommended that we grant another year to SKCTC to see if the
58 scheduling makes it work better. This is Train-the-Trainer education so the duty
59 crews then train volunteers.
 - 60 ○ Andy Johnson said for the pump ops class they had fantastic trainers and they tailored
61 the class to us. He liked what they deliver.

62 **New Business**

63 Memorandum of Understanding (MOU)

- 64 • Chief Larsen stated he has an MOU from the union changing the language on an
65 existing MOU to take out a lay-off clause. It's been checked by attorneys on both
66 sides.

67 Motion by Commissioner Turner:

68 **"I move we authorize Chief Larsen to sign the MOU."**

69 **MOTION PASSES, 5-0**

70

71 Code of Conduct Revision

- 72 • This subject was moved up on the agenda from the comment period. Two different
73 Board members asked that there be a clause added to the “Behaviors We Will Not
74 Tolerate” section of the Code of Conduct (an appendix of SOG 2022). The clause is
75 about not keeping silent if you see someone’s behavior going against the Code.

76 Motion by Commissioner Staczek

77 **“I move we change the Code for people to not remain silent but either come
78 forward to the person or bring it up the chain of command.”**

79 Secretary Wolf will draft it and send it out to the membership for comment. The Board can
80 then approve it at the next meeting.

81 **MOTION PASSES 5-0**

82 **Old Business**

83 Closure of the Franciscan Clinic Update

- 84 • During the first two weeks since the clinic closure, we logged seven calls that could
85 be attributed to the clinic closure. While there has been an uptick in walk-ins, it has
86 been manageable.
- 87 • Chief Larsen met with Mark Erickson, CEO of Neighborcare this week and they are
88 making progress. Neighborcare Health will move into the existing clinic building.
89 Mid- to late-September is the opening target.
- 90 • Right now they are campaigning to raise money and bring some patients back. But
91 they are looking at a sum of \$300,000 to offset getting patients back and purchasing
92 necessary equipment. Another figure heard was \$250,000 each year for two years.
93 Neighborcare interviewed applicants this week hiring support staff. They are a
94 501-3c nonprofit with a mission of providing healthcare to the underserved and low
95 income. As far as insurance goes, they will have an eligibility person on staff.
96 Neighborcare staff can help patients in determining if they are eligible for insurance,
97 other resources and if not, they have a sliding scale. Part of their mission is turning
98 no one down. They also take Medicare.
- 99 • All donations accepted go into an account held by Neighborcare. They have raised
100 \$36,000 already.
- 101 • *Comment:* The District personnel anticipate a better working relationship with this
102 medical provider after they are all up and running. Neighborcare plans to make a
103 medical needs assessment of the community. Does the island need OB, psych, etc?
104 An updated “Frequently Asked Questions” sheet and a donation form were provided
105 by Commissioner Staczek.

106 Medic One Proposal Update

- 107 • An offer was made to the South King Medic One local who have it out to their
108 membership for voting. We should hear September 7th whether or not it was
109 accepted. If it is not accepted, we will be going back to square one and we need to
110 hire a medic. The medics are waiting to see what the Board wants.

112 Q/A Committee

- 113 • They have the original evaluation packet that was done in 2005. They also pulled
114 some later evaluation forms together. Commissioner Staczek is reviewing them and
115 then they plan to have the duty crew review the evaluation form to see what's
116 applicable. The committee now has a list of questions to prepare including asking
117 what projects have been accomplished or not and the evaluation could include a skill
118 assessments.

119 Strategic Plan Update (TABLED)

120 **General Comments**

- 121 • Comments from guests: Bob's doing a great job. Really handling things well, from
122 the local's perspective, he's getting things done without drama. For instance, with
123 respect to a recent structure fire when it was over, Bob debriefed the team right there.
124 It was a good teaching moment. He actually shows up on scene and takes a
125 leadership role. Chief Larsen said that he has been getting great support from the
126 duty crews and everyone. Secretary Wolf added that the administrative staff enjoys
127 working with Chief Larsen as well.

128 **For the Good of the Order**

- 129 • The Awards Banquet is the first Saturday in December at Camp Burton so mark your
130 calendars.
131 • A 25 lb. box of frozen salmon fillets was delivered to Station 55 by a grateful patient.
132 The person is also a grantor for United Way and offered, if the Fire District ever
133 needs a grant, to come talk to him.

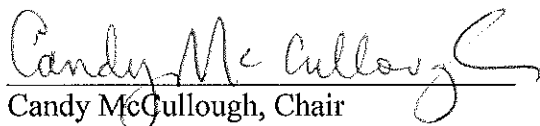
134 **Documents Signed**

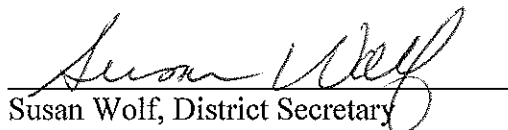
135 **EXECUTIVE SESSION**

136 The public meeting was moved into Executive Session at 7:07 p.m. and ended at 7:18 p.m. The
137 Executive Session was held pursuant to RCW 42.30.110(1)(g). The public meeting was then
138 adjourned at 7:19 p.m. No decision was made.

139 *The next Regular Meeting will be on 09/13/16 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 13 day of Sept, 2016.


Candy McCullough, Chair


Susan Wolf, District Secretary