

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

Date: 10/13/15

Time: 6:30 p.m.

Place: 10020 SW Bank Rd., Vashon, EOC

REGULAR MEETING

- 1
2 **Present:** Candy McCullough, Chair
3 David Hoffmann, Vice-Chair
4 Rex Stratton, Commissioner
5 Camille Staczek, Commissioner
6 Ron Turner, Commissioner
7 Hank Lipe, Chief
8 Susan Wolf, Minute Taker
9 **Absent:** George Brown, Assistant Chief

10 **Amendments to Agenda**

11 None.

12 **Approval of 9/29/15 Minutes**

13 Motion by Commissioner Stratton:

14 **“I move we approve our minutes of the meeting on 9/29/15.”**

15 **MOTION PASSES, 5-0.**

16
17 **Voucher Approval**

18 Motion by Commissioner Turner:

19 **“I move that we approve the referenced vouchers and transfers as detailed in**
20 **Administrative Memorandum 10.13.15-01.”**

21 **MOTION PASSES, 4-0; one abstention.**

22
23 **Chiefs' Reports**

24 *Chief Lipe:*

25 Audit:

- 26 • Our State Auditor this year is Cheryl Friesen. The Entrance Conference was held earlier this
27 afternoon and Commissioner Stratton was in attendance. Commissioner Turner met with the

- 28 auditor for questions pertaining to risk assessment. This year the audit is focused on
 29 financial accountability, inventory of “small and attractive” assets and credit cards.
- 30 • The question for the Board is whether to schedule a public meeting for the Exit Conference if
 31 three or more commissioners plan to attend. Usually these are held during the day so
 32 working commissioners can’t attend. Consensus was to schedule a Special Meeting and send
 33 out an agenda giving 24 hours’ notice and if three commissioners attend, it will be a public
 34 meeting, but if not, we will simply declare it is not a meeting so no minutes will be taken.
 - 35 • A question was asked what “small and attractive assets” meant and it typically means things
 36 that are easily stolen – laptop computers, portable radios, cell phones, tools and equipment.

37 Grant Awarded:

- 38 • Grannie’s Attic has awarded *vanion* the fire district a \$17,500 grant toward a rescue Gator. The
 39 matching funds were approved in a previous commissioners meeting.

40 King Co. Bridges and Roads:

- 41 • The Chief has been attending the King County Bridges and Roads Task Force – a six meeting
 42 commitment. The thirteen members have made 135 recommendations regarding projects,
 43 revenue and funding recommendations. They will be wrapping up in January.

44 9/11 Memorial:

- 45 • The plantings and landscaping has been completed around the 9/11 Memorial, with grateful
 46 thanks to the volunteer work of the Rotarians.

47 Annual Open House:

- 48 • This year we had a great crowd in spite of the weather and gave out approximately 350
 49 hotdogs. Chief Brown was out on sick leave.

50 **New Business**

51 2016 Budget Overview

- 52 • Chief Lipe presented Step 1, his draft overview of the 2016 Budget which included
 53 requests submitted by department heads within the District. The top page highlights
 54 changes to major categories. The commissioners are asked to review his draft, make
 55 appointments with the chief to ask questions and discuss, then the Board will
 56 reconvene ~~on October 29th~~ *on* with a public meeting on the Budget.
- 57 • Two revenue projections were provided to the Board. The first is without a
 58 paramedic transition, showing 2016 with full service and full revenue. Depending on
 59 what happens in the next few months, we can adjust budget. Revenue is projected
 60 with a 3.77% increase based on a transfer in.
- 61 • The second Revenue sheet does not have that number (of a transfer). It is an
 62 illustration showing the expenses balancing with the revenues. The fundamental
 63 difference in these two revenue projections is a \$200,000 undesignated contingency;
 64 this budget does not have the contingency.
- 65 • The Administration Division shows new amount down 21%.
- 66 • Volunteer expense is up 25% (\$35,000) based on increased call activity.
- 67 • The chief just received the figures Friday for the cost of the Training Consortium
 68 which is \$88,500.

- 69 • The Antenna on Training Center needs to be taken down. It's borderline and a safety
70 concern. The Burton station needs the roof replaced ~~and the security system is~~
71 ~~problematic.~~ *aw*
- 72 • If the medics stay, both medic units will need to be replaced at a cost \$90,000 which
73 would be transferred from our ALS reserve.
- 74 • With the SCBAs replaced, \$26,000 was added to give us the ability to modernize our
75 compressor which is 20 years old, to fill the high pressure bottles if needed.
- 76 • There are several items not in the budget: resurfacing the Station 55 parking lot at the
77 tune of \$88,000 and a new aid car to replace the 2002 model, which is aging.
- 78 • Commissioners are encouraged to look over the figures, call the chief and make
79 appointment to meet.
- 80 • We do have a replacement schedule and we're pretty much on track, but should have
81 replaced the aid car last year. It was delayed until the medic decision can be made.
82 We will have to look at fire engines in the future. The Chief received some
83 information about possible lease purchases on vehicles. Government agencies get
84 good rates; leases are pretty reasonable and common, especially considering the cost
85 of a fire engine runs \$500,000 to \$750,000.

86 SOP 1506 Tobacco Use

- 87 • This is the first reading to update this policy. It was revised to take outdated language
88 and to conform to the disciplinary policy and collective bargaining agreement. The
89 membership will have two weeks for review and comment.

90 Business Services Staff Holiday Swap

- 91 • The Business Services Division would like to swap the Veterans Day holiday for
92 Christmas Eve.

93 Motion by Commissioner Stratton:

94 **“I move we swap Veterans Day for Christmas Eve.”**

95 **MOTION PASSES, 5-0**

96 **Old Business**

97 Q/A Committee

98 No progress.

99 **TABLED**

100 Chief Evaluations

101 **TABLED**

102 Security System

103 Motion by Commissioner Stratton:

104 **“I move we table it until George (Assistant Chief Brown) is here.”**

105 **MOTION PASSES, 5-0 TABLED**

106

107 Medic One Proposal Update

- 108 • King County Medic One sent a proposal to the Union on October 7 and a response is
109 expected on the 19th. We won't know anything until after 19th.

110 Strategic Plan Update

111 No update.

112 **General Comments**

- 113 • At the last King County E-Board meeting a lengthy discussion was had about benefit
114 charges. Most districts are going to go over \$5.90 as King County keeps passing
115 initiatives (taking away tax revenue for fire districts). In the future, we may have to
116 go there.

117 **For the Good of the Order**

- 118 • The middle tree planted around the 9/11 memorial is an actual pear tree that survived
119 the World Trade Center attack. Rescue workers saw these two surviving trees and
120 saved them. We received one. David Weller has been asked to take a nice photo of
121 the memorial for district cards/stationary. There are just a couple of small items to
122 finish; we are coating a length of New York City fire hose this week for putting
123 around the memorial.

124 **Documents Signed**

125

126 **EXECUTIVE SESSION**

127 At 7:03 p.m. the meeting was moved into Executive Session. The Executive Session was held
128 pursuant to a provision of RCW 42.30.110(1)(g).

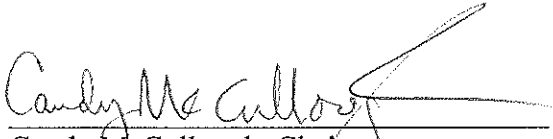
129 At 7:18 p.m. the meeting was extended for 15 minutes.

130 At 7: 33 p.m., the meeting was an extended for another 15-20 minutes.

131 At 7: 49 the Executive Session was closed and the meeting was adjourned at 7:50 p.m. No
132 decisions were made.

133 *The next Regular Meeting will be on 10/27/15 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 27 day of Oct., 2015.


Candy McCullough, Chair


Susan Wolf, Minute Taker