

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

Minutes

Date: 10/27/15

Time: 6:30 p.m.

Place: 10020 SW Bank Rd., Vashon, EOC

REGULAR MEETING

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

9 **Guests:** EMT Brigitte Schran-Brown, Firefighter/EMT Ben Davidson, Lt. Charlie Krimmert.

10 **Amendments to Agenda**

11 None.

12 **Approval of 10/13/15 Minutes**

13 Motion by Commissioner Stratton:

14 **“I move we approve the minutes of the meeting on 10/27/15.”**

15 *Corrections:*

16 Line 38, Granny’s Attic awarded VashonBePrepared, as the fiscal agent for VIFR, the grant for the
17 rescue Gator.

18 Line 56: Under 2016 Budget public meeting, strike the rest of the sentence after “reconvene for
19 public meeting” as the date has not yet been determined.

20 Line 69-70, After the antenna on Training Center needs to be taken down; eliminate the line about
21 the Burton station’s security system.

22 **MINUTES APPROVED as amended, 5-0**

23 **Voucher Approval**

24 Motion by Commissioner Turner:

25 **“Having dutifully reviewed the vouchers, I move that we approve the referenced**
26 **vouchers and transfers as detailed in Administrative Memorandum 10.27.15-01.”**

- 27 • Voucher 5693, Vashon Heating and Cooling contingency seemed a large amount. Chief Lipe
28 explained that the heating and hot water appliances were a high end system but 20 years old,
29 which had broken down and needed to be replaced.

30 **MOTION PASSES, 5-0**

31

32 **Chiefs' Reports**

33 *Chief Lipe:*

- 34 • Chief Lipe introduced Avi Rana to the Board and explained her background. The Board
35 asked that the Chief check with legal counsel to make sure it was proper to select a
36 temporary secretary. It was pointed out she would not be replacing the secretary only filling
37 in for taking minutes while the District Secretary was out on medical leave. The Chief will
38 check with Joe Quinn.
- 39 • The Chief received a document from King County Hazel Gantz, Levy Coordinator
40 Department of Assessments, recommending the need for legal counsel to draft this year's tax
41 levy resolution and request due to complications in this year's tax levy picture. We want to
42 make sure we get our full \$1.50. With King County's new children's initiative levy on the
43 November ballot, if it passes it will take \$0.21 (per \$1,000 of assessed home values) away
44 from us.

45 *A/C Brown:*

- 46 • He attended the King County Operations meeting where they discussed the rest of the zone
47 transferring to the ESO software for fire and medical incident reporting. Our new target date
48 is December 1.
- 49 • The grants committee and VIFR members met with representatives regarding SCBAs. The
50 District has voted and chosen MSA over the Scott brand. Chief Brown is now working on
51 final numbers. Chief Brown anticipates placing the order in next week.
- 52 • The air compressor to fill SCBA bottles was not working. A repair technician found metal
53 pieces inside and warned it could fail at any time. So Chief Brown is getting quotes for a
54 new air compressor. He is also working with FEMA to see if there is any money in our
55 SCBA grant that we could use for the air compressor. By working with representative with
56 FEMA, he will make sure it's done as permitted by an amendment. The compressor is
57 equipment in the same line as the SCBAs. South King Fire did same thing and got it
58 approved with FEMA. The Compressor should cost between \$20,000-\$28,000 maximum.
- 59 • Ben Davidson is working with Chief Lipe to get quotes for the Gator. There is a state bid
60 and the Gator, a slip-in bed (insert) and trailer will all be ordered in this year's budget cycle.
- 61 • Chief Brown had a great meeting with a potential anonymous donor for purchasing
62 extrication equipment. We will hear by late November whether it has been granted. Island
63 Green Tech will act as our fiscal agent for that purchase. This same donor purchased the
64 original equipment 20 years ago.

65 **New Business**

- 66 • Since we have moved our Awards Banquet to December, the Board will need to select a
67 recipient for the Commissioner Award by next meeting. The Board will need to let Chief
68 Brown know so that he can order the plaque.

69 **Old Business**

70 2016 Budget

- 71 • Chief Lipe made changes to his working draft. The new SCBAs will be acquired in
72 2016 so all the accounting has to go into the 2016 budget, both the grant revenue in
73 and the expense out. District's contribution will be \$15,000-\$17,000. We need to
74 increase our IT support vendor, Geoff Barker Enterprises, who will be helping out
75 Clif. He will not be an employee.
- 76 • He had a great discussion with our insurance broker, who will be dropping his fee
77 from \$350 to \$100 per month.
- 78 • The Chief is working on a potential new way to look at our industrial claims by hiring
79 a third party company to manage it. We don't have claims intervention and it could
80 make a huge impact in our premiums. He'll send the proposal to the Board and after
81 their review we can discuss whether to add it to the budget. It will be about \$9,000
82 per year.
- 83 • Consensus: The Special Meeting for Public Hearing on the Budget will be held the
84 Tuesday, November 17 at 7:00 p.m.

85 ACTION ITEM: Secretary Wolf to compose a Special Meeting Agenda

86 SOP 1506 Tobacco Use

87 Motion by Commissioner Turner:

88 **"I move that we approve Policy number 1506, Tobacco Use."**

89 **MOTION PASSES, 5-0**

90 Q/A Committee – TABLED

91 ACTION ITEM: Secretary Wolf to add dates to tabled items.

92 Chief Evaluations

- 93 • Chair McCullough had lots of discussions at the recent Washington Fire
94 Commissioners Association conference where 440 commissioners and chiefs
95 attended. She talked to several people about chief and employee evaluations. She
96 learned of methods that were simpler, more cost effective, easier and more
97 streamlined. It was suggested that she could act as a facilitator. She asked that the
98 Board and Chiefs give her a month to receive and research documents. If the method
99 she recommends changes budget, she will notify the Chief.

100 Security System

- 101 • The Chair looked at quotes to form a recommendation and felt there were two of the
102 quotes seemed to encompass what we wanted with separate amounts for maintenance
103 and equipment.
- 104 • The question was asked if there was a monthly monitoring fee. The answer was no;
105 the District would buy the security cameras, have the feed downloaded into one of
106 our computers and we would monitor it – not the security company. Cameras would
107 be placed on the outside of Station 55 and inside the apparatus bay; the outside of the
108 shop and the bay area there.

- The decision needs to be made by the Board as soon as possible, so that it can be installed and the bill paid by the end of the year. Chair McCullough asked if the Board wanted to make a motion that we go ahead with whichever company can do it and get all the cameras that we want with a monitoring system before the end of the year so that budgeting can happen?

Motion by Commissioner McCullough:

“That will be the motion: to hire the company that can get it done the quickest.”

Discussion:

- Do we have enough in the budget? The answer was that was the chief's responsibility. There were varying prices and the least expensive was probably not the desirable option, but rather the mid-range. The systems ranged in price from \$17,000-\$27,000.

Comments:

- The question was asked why we were installing cameras inside instead of outside only. It seemed a little “creepy” to have them inside, watching the employees.
- VIFR used to have a system in place and one Board member works at a place where there are cameras everywhere. Other fire departments also have cameras.
- Bob and Brett have said that there are homeless people jumping the fences and prowling around the outside of the shop.
- A comment was made that it seemed to be a punishment or a perceived punishment to employees who have done nothing wrong and lower morale. The Board commented that it was not meant as punishment but was to prevent items being taken and also for security of the members.
- If cameras are only on the outside and someone does get inside (who is not meant to) then it would limit our capacity to monitor the area.
- One Commissioner feels it is a waste of money.

Chair McCullough calls the question (to end debate).

MOTION PASSES, 5-0

Vote on the motion itself:

MOTION PASSES, 4-1

Medic One Proposal Update

- The meeting with Medic One local to negotiate with King County was postponed until November 7.

Strategic Plan Update

- Good news: A gentleman stopped by and offered to assist us as we take care of some special needs of his family. We've had a tough time making inroads in the Latino community and he has agreed to help us with the strategic plan. He speaks several languages.

- 148 • Candy knows someone who can translate if there are language issues and she's
149 available before 10 p.m.

150 **General Comments**

151 None.

152 **For the Good of the Order**

- 153 • Thank you cards are going out to Grannys and other people who have helped with the grant.
154 • The Annual Awards ceremony/Christmas party is coming up. Again, Brigitte Schran-Brown
155 is leading those arrangements.

156 **Documents Signed**


157

158 **EXECUTIVE SESSION**


159 At 7:13 p.m. the meeting moved into Executive Session pursuant to a provision of
160 RCW 42.30.110(1)(g). At 7:28 p.m. the meeting was extended for 5-10 more minutes. At 7:34 the
161 Executive Session was moved back into Public Meeting and adjourned at 7:35 p.m. No decision was
162 made.

163 *The next Regular Meeting will be on 11/10/15 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 10 day of November, 2015.



Candy McCullough, Chair



Susan Wolf, Minute Taker