

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

**Minutes**

**Date:** 12/29/16

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

**Place:** 10020 SW Bank Rd., Vashon, EOC

**REGULAR MEETING**

- 1 **Present:** Hank Lipe, Chief  
2 George Brown, Assistant Chief  
3 Candy McCullough, Chair  
4 David Hoffmann, Vice-Chair  
5 Rex Stratton, Commissioner  
6 Camille Staczek, Commissioner  
7 Ron Turner, Commissioner  
8 George Brown, Assistant Chief  
9 Avi Rana, Minute Taker  
10 **Absent:** N/A  
11 **Guests:** Ross Copland, Barb Huff, Brigitte Schran-Brown

12 **Amendments to Agenda**

13 Add Items under New Business:

- 14 • Recruitment & Retention update by Ross Copland  
15 • 2016 Valley Communication Contract

16 **Approval of 11/24/15 Minutes- TABLED (12/08/15)**

17 Corrections:

- 18 • Line 52- 'of' replaced with 'for'  
19 • Line 59- Correct Spelling, Joe Quinn  
20 • Line 97- 'needs' replaced with 'need'  
21 • Line 107- 'is' replaced with 'are'

22 Motion by Commissioner Stratton:

23 "I move we approve the minutes as amended."  
24

**MINUTES APPROVED, 5-0**

25 **Approval of 12/08/15 Minutes**

26 Motion by Commissioner Staczek:

27 **“I move we approve the minutes of December 8<sup>th</sup> as presented.”**

28 **MINUTES APPROVED, 5-0**

29 **Voucher Approval**

30 Motion by Commissioner Turner:

31 **“I move that we approve the referenced vouchers and transfers as detailed in**  
32 **Administrative Memorandum 12.29.15-1.”**

33 **MOTION PASSES, 5-0**

34 **Budget Amendments**

- 35 • Memorandum presented by the Chief to amend the Expense Budget by adding additional  
36 \$180,000.
- 37 • Overage is mainly caused by the overtime of Medic/FF, EMT/FF, and its associated taxes  
38 and benefits. 4<sup>th</sup> quarter L&I for \$36,000 also needs to be paid now (instead of Jan 31<sup>st</sup>) due  
39 to the software conversion.
- 40 • In the process of requesting for contingency reimbursement of overtime for the medics from  
41 King County Medic One.

42 Motion by Commissioner Stratton:

43 **“I move we amend the Budget as proposed by the Chief.”**

44 **MOTION PASSES, 5-0**

45 **November Financial Report**

- 46 • 90% of revenues are in, right on target for November.

47 Motion by Commissioner McCullough

48 **“I move to accept the November Financial Report”**

49 **MOTION PASSES, 5-0**

50 **Chiefs' Reports**

51 *Chief Lipe:*

- 52 • Attended the King County Fire Chief meeting, EMS Advisory Committee along with  
53 Commissioner Stratton and Commissioner Staczek.
- 54 • Joe Quinn has made a few amendments to his contract. He has made some language changes,  
55 however the intent is the same. This will be followed up in the next meeting.

56 *Assistant Chief (A/C) Brown*

- 57 • Ross Copland will be leaving us for Austin, Texas. One of the volunteers will be stepping up  
58 on a temporary, part-time basis while we figure out a replacement for him.

- 59 • A/C Brown is working with the engineers from the ferry dock construction in regards to the  
60 placement of standpipes.
- 61 • Red Shirt Graduation is coming up.
- 62 • Volunteers change from volunteer Resident back to regular volunteer and vice versa starting  
63 in January.
- 64 • Tree pruning negotiation went well at Bennedsen House. All parties are happy, the trees have  
65 been trimmed.
- 66 • San Juan Island Fire & Rescue is being investigated for Medicaid fraud. A/C Brown had an  
67 in-depth meeting with the State Attorney General's Office about how we operate since we  
68 are both an island. More to follow.
- 69 • This week, we will have three people attend the practical part of the Blue Card Certification.  
70 This is the first time we have participated.
- 71 • No updates from the Extrication grant, we were supposed to hear something by December  
72 13<sup>th</sup>. A/C Brown will contact them to find out more information.

### 73 **New Business**

#### 74 Ross Copland: Recruitment & Retention

- 75 • One student graduated from King County EMS Class.
- 76 • We have five Red Shirts graduating and three are becoming residents.
- 77 • Four members out of our current Red Shirts will be starting the Fire Academy at North Bend.
- 78 • Timeline for next year: A new class will start in the summer, there will be a 9 week break in  
79 between the classes. Interviews are scheduled for January with the hire date set tentatively  
80 for March.
- 81 • Working on marketing strategies such as producing new posters for the lobby, newspaper  
82 ads, and postcards. Packets are sent to the Seattle Community Colleges with job postings that  
83 will be sent every 6 months.
- 84 • Working with the National Volunteer Fire Council to create a National Summit in 2018.
- 85 • Holding quarterly volunteer sessions to educate the public. Presentations will be on the  
86 positions that are available, the application process, etc.
- 87 • Since there was some funding leftover in the Volunteer Budget, Chief and Ross have created  
88 Weekend Volunteer Points, which gives volunteers extra points for covering shifts on  
89 weekends.
- 90 • Raised the stipend for volunteer residents to compensate for their time.
- 91 • Retention Update: We have one red shirt, thirteen residents, eight EMT, eight FF/EMT, one  
92 FF, two volunteer Assistant Chiefs, thirteen support members, two chaplains, giving a total  
93 of 46 volunteer responders.

#### 94 Valley Communication Contract

- 95 • An amendment to the regular contract: A new rate of \$40.65 for each dispatched call.

96 Motion by Commissioner Stratton:

97 "I move we approve the contract with Valley Communication."  
98

MOTION PASSES, 5-0

99 **Old Business**

100 Q/A Committee – TABLED (8/25/15)

101 Chief Evaluations

102 • In progress, filling out the paperwork, aiming to be completed by end of January.

103 Medic One Proposal Update:

104 • The last meeting was postponed, don't know the next meeting date yet.

105 Strategic Plan Update:

106 • Currently on hold due to the medic update.

107 **General Comments**

108 • Agenda item for next meeting: Opportunity from Washington Fire Commissioner  
109 Association for alternative insurance option.

110 **For the Good of the Order**

111 • Annual Chief's meeting with the Volunteers is scheduled for January 20<sup>th</sup> at 6:30pm. If  
112 anyone is interested in going, please let Chief Lipe know. Commissioners are encouraged to  
113 attend; two commissioners may attend.

114 • Thank you to Commissioner Rex Stratton for everything he has done for the district. This  
115 will be his last official meeting.

116 **Documents Signed**

117 **EXECUTIVE SESSION**

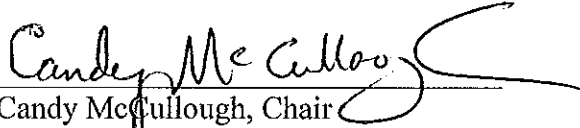
118 At 7:05 p.m. the meeting moved into Executive Session pursuant to a provision of  
119 RCW 42.30.110(1)(g).

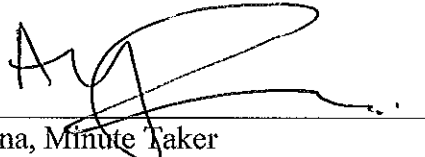
120 At 7:20p.m. The Executive Session closed and the public meeting was reopened.


121 At 7:21p.m. The regular meeting was adjourned. No decision was made.

*The next Regular Meeting will be on 01/12/16 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 12 day of January 2016.

  
Candy McCullough, Chair

  
Avi Rana, Minute Taker

  
Jojo Weller, Interim District Secretary