

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

Minutes

**Date:** 03/10/15

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

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

**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, Fire Chief  
7 Susan Wolf, Minute Taker

8 **Absent:** George Brown, Assistant Chief

9 **Amendments to Agenda**

- 10 • Commissioner Turner adds, "Required Training" to New Business.  
11 • The Chair adds, "Finding a New Commissioner" also to New Business.

12 **Approval of 02/24/15 Minutes**

13 Motion by Commissioner Stratton:

14 **"I move we approve the minutes of 2/24/15."**

15 Camille Staczek should be listed as Commissioner in the attendee portion.

16 **APPROVED as amended, 5-0**

17 **Voucher Approval**

18 Motion by Commissioner Turner:

19 **"I move we approve the referenced vouchers and transfers as detailed in**  
20 **Administrative Memorandum 03.10.15-1."**

21 **MOTION PASSES, 5-0**

- 22 • There was an expense for a rain gutter repair which was due to a small property damage  
23 accident from an aid car because the damage did not meet the deductible for our  
24 insurance. The Facilities Manager had the gutter replaced and touched up the paint at the  
25 Episcopal Church.

26

27 **Chiefs' Reports**

28 *Chief Lipe:*

- 29 • He's been involved in meetings, very busy gathering statistics and providing data for  
30 strategic planning.
- 31 • Firefighter Wolf has returned to duty and has been transferred to another shift to balance  
32 the shift for another firefighter who is out. Cory Wallace has been laid off as an  
33 employee. (He is still a volunteer.)
- 34 • The Chief will be attending a Washington State public hearing on retrofitting the ferry  
35 dock to withstand seismic activity and the necessity of the upgrades.
- 36 • The City of Redmond has requested relief from the EMS reserve fund to help offset a  
37 wage and hour issue going back three years. It has gone to the EMS advisory committee  
38 for approval or denial, but it is believed the request will be approved. VIFR received  
39 \$214,000 from this fund for excessive overtime due to a paramedic's work-related  
40 injuries/surgery.

41 **New Business**

42 SOG 8003 Collecting Debts Owed to the District

- 43 • Secretary Wolf explained that after attending an approved seminar to understand  
44 ethical and legal collection processes, she drafted this policy. Volunteers, who  
45 attend training but do not fulfill their required contracted shifts, owe the District  
46 reimbursement for their training and at times these funds have been difficult to  
47 collect. This new guideline outlines best practices and since the staff has been  
48 generally following it the past six months, it has resulted in over \$6,600 collected.  
49 The Chief then signed the guideline.

50 Commissioner Training

- 51 • Commissioner Turner suggested that since there is mandated Commissioner  
52 training, he suggested we put a couple key points on each meeting agenda to  
53 educate and document both Commissioners and the public on these subjects.
- 54 • It was pointed out that this will require more time from the staff. The Chair  
55 offered to do this after the strategic plan work is completed.

56 Motion by Commissioner Stratton:

57 **"I move we table the training issue until the strategic plan is completed."**

58 **TABLED**

59 New Commissioner

- 60 • Commissioner Stratton will not be running for re-election since he is moving in  
61 September. It was suggested that an advertisement be placed in the paper  
62 sometime before that and candidates interviewed to recruit an interim  
63 commissioner.

64

65 **Old Business**

66 Medic One Proposal Update

- 67 • Chief Lipe had a short meeting with Jim Fogarty who reported that the King  
68 County Labor Relations board assigned a new person, Jim Johnson, to the Medic  
69 One transition issue. It is believed this will expedite it; however, Director Fogarty  
70 was not optimistic they would meet the proposed July date. The Chief then  
71 proposed September and that seemed to be a more realistic date. The Chief then  
72 updated King County councilmember, Joe McDermott.

73 Strategic Plan Update

- 74 • Things are happening rapidly; groups are meeting every Thursday and three  
75 subcommittees formed. The leadership team has been absorbed into the Strategic  
76 Plan Oversight Team (SPOT).  
77 • Commissioner Stratton asked for a list of Apparatus with their condition and/or  
78 replacement date. The Chief has one that, although it may not be up-to-date,  
79 would provide a good starting place. While it may be easy for the public to  
80 understand old engines, they may not realize that we may not have enough  
81 manpower at the stations to drive the apparatus we have. We have to make our  
82 work understandable to the public.  
83 • Regarding physical structures (buildings/stations), the question was asked, "How  
84 would they hold up in an earthquake?" The Chief responded that Station 55 is the  
85 only building that has been built with the updated seismic code. The Chief will be  
86 working on providing this data.

87 **General Comments**

- 88 • Commissioner Stratton is pleased with the metrics on the SPOT.

89 **For the Good of the Order**

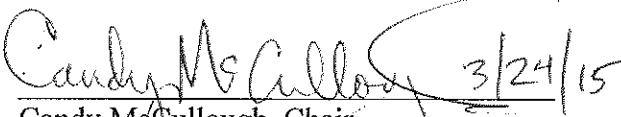
- 90 • The second VIFR Board meeting needs to be held on the 24<sup>th</sup> of March because the last  
91 Tuesday is last day of the month.

92 **Documents Signed**

93 The Chair adjourned the meeting at 6:59 p.m.

94 *The next Regular Meeting will be on 03/24/15 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 24 day of March, 2015.

  
Candy McCullough, Chair

  
Susan Wolf, Minute Taker