

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

Minutes

Date: 11/25/14

Time: 6:30 p.m.

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

REGULAR MEETING

Present: Camille Staczek, Chair

David Hoffmann, Vice-Chair

Candy McCullough, Commissioner

Ron Turner, Commissioner

Hank Lipe, Fire Chief

George Brown, Assistant Chief

Susan Wolf, Minute Taker

Absent: Rex Stratton, Commissioner (excused)

Guests: Peter Lake and Barbara Huff of Island CPAs, Bob Johnson, Natalie Martin of the Beachcomber and Lieutenant Paul Schuster.

Amendments to Agenda

The Chair asks to remove 11/24/14 minutes as they will be presented at the next meeting.

Chief asks that under "New Business," Item D – SOG 4008, be tabled.

Approval of 11/11/14 Minutes

Motion by Commissioner Hoffmann:

"I move we approve the minutes of 11/11/14."

APPROVED, 4-0

Voucher Approval

Motion by Commissioner Turner:

"I would move that we approve the referenced vouchers and transfers as detailed in Administrative Memorandum 11.25.14-1."

MOTION PASSES, 4-0

October Financial Report

Chief Lipe noted that at more than three quarters of the budget year, we are tracking normally.

Motion by Commissioner Hoffmann:

"I move we accept the October Financial Report."

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Chiefs' Reports

- Chief Lipe is very proud of the staff and the District's sixth "Findings-free" state audit. He also thanked Peter Lake's firm and Barbara Huff for their efforts to keep our financial practices at their best.
- He introduced Bob Johnson, an associate volunteer who is designing a comprehensive map of the island. He is a retired firefighter of 25 years from Kent who is an IT specialist. The Chief explained he now understands that ESRI is a high end software product to help fire service entities prepare for major emergencies. While at Kent, Mr. Johnson redesigned response areas and pick orders, keying in 250,000 entries into database for digital mapping. The Chief invited him to demonstrate the technology to the Board at a future date.
- The Chief talked with John Herbert, from King County Medic One, but there has been no further progress on the transition of medics.
- The parking lot is done in front of the Association Building (Vashon Community Central Services) and we will be applying for an occupancy permit next week.

[Chief Lipe presented a slide show regarding the 2015 Budget.]

Public Comments/Questions

- If there was need for replacement for a rig, where would the money come from if not budgeted?
 - Answer: When the Board approves the budget, it's for both revenues (tax levy, Medic One, etc.) and expenditures. So staying within the budget bottom line, we can flex our sub-accounts, shaving expenses in other areas or use the cash contingency approved in the budget and still maintain a slate of operations.
- A question was asked about the contingency fund listed as 7.8% in minutes of last meeting but not in the current document.
 - The contingency is for \$200,000 within the 2015 budget allowing for unallocated expenses, however, the District also maintains a reserve account for large, unexpected events of over 1 million dollars.

The Chair asked twice for any additional questions from the audience. None were forthcoming.

New Business

2015 Budget approval

Motion by Commissioner Turner:

"I move we table the budget approval until Commissioner Stratton's return."

MOTION PASSES, 4-0; TABLED

Resolution 14-344, Tax Levy for 2015

Motion by Commissioner Turner:

"I move we approve Resolution 14-344."

MOTION PASSES, 4-0

67 Fire Protection Contract with the Airport District

- 68 • We are required to have a fire protection contract with the airport municipality. In
69 effect, the Fire District trades fire protection for upkeep on the landing zone (utilized
70 for critical care airlifts) and for providing resources in case of a major disaster. The
71 contract memorializes our relationship, provides the airport district the opportunity to
72 apply for grant money for upgrades and included is airport support, storage, etc. for
73 the Fire District.

74 Motion by Commissioner Turner:

75 **“I move we approve the fire protection contract with the airport.”**

76 **MOTION PASSES, 4-0**

77 SOG 4008 Automotive Apparatus Operations

78 **TABLED**

79 **Old Business**

80 Medic One Proposal

81 Nothing new to report.

82 **New Business**

83 None.

84 **General Comments**

85 The Board thanked the public for attending.

86 **For the Good of the Order**

87 The business office will be closed Thursday and Friday for the Thanksgiving holiday.

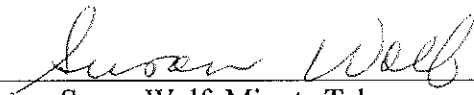
88 **Documents Signed**

89 *The next Regular Meeting will be on 12/09/14 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 9th day of Dec., 2014.



Camille Staczek, Chair



Susan Wolf, Minute Taker