

1 **VASHON ISLAND FIRE & RESCUE**  
2 **BOARD OF FIRE COMMISSIONERS**  
3 Minutes  
4

5 **Date:** 12/30/14

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

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

8 **REGULAR MEETING**

9 **Present:** Camille Staczek, Chair  
10 Rex Stratton, Commissioner  
11 David Hoffmann, Vice-Chair (conducting)  
12 Candy McCullough, Commissioner  
13 Ron Turner, Commissioner  
14 Hank Lipe, Fire Chief  
15 George Brown, Assistant Chief  
16 Susan Wolf, Minute Taker

17 **Amendments to Agenda**

18 Chief Lipe asks to move Item 10b, Resolution 14-345, earlier on the agenda.

19 **Approval of 11/24/14 Minutes**

- 20 • Secretary Wolf explained that at the last meeting there was an oversight and although the  
21 Chair signed the minutes as approved, they were not approved and needed a new motion  
22 and vote.

23 Motion by Commissioner McCullough:

24 **"I move we approve the minutes of 11/24/14."**

25 **APPROVED, 5-0**

26 **Approval of 12/9/14 Minutes**

27 Motion by Commissioner McCullough:

28 **"I move we approve the minutes of 12/9/14."**

29 **APPROVED, 5-0**  
30

31 **Voucher Approval**

32 Motion by Commissioner Turner:

33 **“I move we approve the referenced vouchers and transfers as detailed in**  
34 **Administrative Memorandum 12.30.14-1 and blanket voucher 10-013-010.”**

35 **MOTION PASSES, 5-0**

36 Resolution 14-345 Adoption of King Co Regional Hazard Mitigation Plan

37 • The chief introduces Rick Wallace who explained that for the first time Vashon Island  
38 has been a part of the county’s mitigation plan. In emergency management, there are five  
39 phases:

40 1) Prevention to reduce risk of fire such as Fire Prevention Week with education  
41 in the schools;

42 2) Preparedness or the plan to respond. That’s what the plan the fire district  
43 funded through VashonBePrepared in 2009;

44 3) Respond – as the fire district does to emergencies or severe weather;

45 4) Recovery - this phase often takes years. For instance, the Nisqually earthquake  
46 of 2001 just finished recovery this year. And finally,

47 5) Reduce Risk/Mitigation - an example of which is placing a strap on your water  
48 heater for stability in an earthquake.

49 • Approving this resolution is the right thing to do in order to plan, scientifically study the  
50 risks, then review, plan how to reduce the risks of the most people with the resources we  
51 have. The 2009 risk assessment (conducted by VIFR and VashonBePrepared was  
52 informal but it completely linked up with the formal study. The Resolution is a basic  
53 requirement for mitigation grant qualification. The Stafford Act and Standard Relief Act  
54 was how FEMA was started. In 2000, Congress passed the Disaster Mitigation Act of  
55 2000 and put new emphasis on how to reduce “the pain” in recovery. Three grant  
56 programs were established:

57 1) flood mitigation – not a Vashon concern;

58 2) hazard mitigation (after a disaster ). For instance, if we lost a station due to a  
59 disaster, with the resolution, we’d be on the fast track to receive grant monies to  
60 rebuild.

61 3) pre-disaster planning to reduce the pain.

62 • Every year Congress allocates funds for these three grants. Partnership on projects  
63 enhances grant availability. Mr. Wallace participates at Camp Murray and Olympia to  
64 plan disaster exercises; three from VIFR were deployed to OSO and participated together  
65 with over 50 agencies. Activities like these builds partnerships. Adoption of the  
66 Resolution goes to the King County Office of Emergency manager, then FEMA.

67

68 Motion by Commissioner Turner

69 "I move we approve Resolution 14-345."

70 MOTION PASSES, 5-0

71 **November Financial Report**

- 72 • Chief Lipe was happy to report that at present our budgeted expenses are 91% spent with  
73 9% left at the end of the year. We were a little shy on the revenue side in November but  
74 more revenue is coming in December. We are in a solid position going into the month.

75 Motion by Commissioner Turner:

76 "I move we accept the November Financial Report."

77 APPROVED, 5-0

78 **Chiefs' Reports**

79 *Chief Lipe:*

- 80 • He attended a joint monthly Fire Chiefs and EMS Advisory Committee and a Zone 3  
81 training consortium. He is studying the pros and cons of joining.  
82 • We have a draft resolution from Joe Quinn on the county's lid lift and we will need a  
83 resolution to adopt it at some point.  
84 • He attended a meeting of the Emergency Management Advisory Committee. The  
85 committee is looking at BLS operations and reserves for BLS. There is some language  
86 from the county executive supporting that; more discussions to take place in January.

87 *A/C Brown:*

- 88 • He has been working with the Union and commended the group for the 2015 schedule,  
89 saying it is the best to date regarding reduction of overtime.  
90 • For those who might be unaware, Brett Kranjceovich's dad's memorial service will be at  
91 11:00 a.m. this Saturday in Station 55's apparatus bay. A service to follow at the  
92 Sportsman's Club; Ladder 55 will be used.  
93 • Because we have several people out with illness, Cory Wallace has been brought back as  
94 a temporary hire until we get notice of when employees will be able to turn.

95 **New Business**

96 SOP 2025.2 Compensation Schedule for Administrative Assistants

- 97 • Because the addition of a 10<sup>th</sup> step, although budgeted, the change to the policy  
98 requires Board approval. This step would be contingent on an annual review.

99 Motion by Commissioner McCullough:

100 "I move we approve the change to SOP 2025.2."

101 MOTION PASSES, 5-0

102

103 Approval of COLAs for Non-Represented Employees for 2015

- 104 • COLA is set by policy and the 2014 cost of living based on CPI-W average from  
105 June to June was 1.55%.

106 Motion by Commissioner McCullough:

107 **“I move we approve the COLA of 1.55%.”**

108 **MOTION PASSES, 5-0**

109 Transfer of funds from ALS Equipment Reserve to ALS Reserve

- 110 • Due to the anticipated medic transition, we did not use the \$83,438 to replace our  
111 medic units, so Board approval is needed to meet auditor requirements for the  
112 transfer. The money was provided by Medic One, but it is our money. It will be  
113 received this month and we will need to get it into our reserve account – basically  
114 savings.

115 Motion by Commissioner McCullough:

116 **“I move we approve the referenced transfer as detailed in Administrative**  
117 **Memorandum 12.30.14-2.”**

118 **MOTION PASSES, 5-0**

119 **Old Business**

120 SOG 4008 Automotive Apparatus Operations

- 121 • A couple small revisions to our SOG have been made to match the state’s  
122 continuing education requirements.

123 Medic One Proposal

- 124 • A brief update from Jim Fogarty indicates delays in labor negotiations, however  
125 he’s still optimistic for the transition to take place July 1.

126 **General Comments**

127 None.

128 **For the Good of the Order**

129 **Documents Signed**

130 **EXECUTIVE SESSION**

131 *The Executive Session is being held pursuant to a provision of RCW 42.30.140 which states the*  
132 *following is outside the scope of Open Public Meetings:*

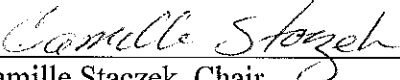
133 Collective bargaining sessions with employee organizations, including contract negotiations,  
134 grievance meetings, and discussions relating to the interpretation or application of a labor  
135 agreement; or . . . that portion of a meeting during which the governing body is planning or  
136 adopting the strategy or position to be taken by the governing body during the course of any

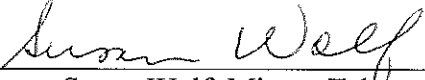
137 collective bargaining, professional negotiations, or grievance or mediation proceedings, or  
138 reviewing the proposals made in the negotiations or proceedings while in progress.

139 The Chair moved the public meeting into Executive Session at 6:57 p.m. The meeting was  
140 moved back into public session and simultaneously adjourned at 7:07 p.m. No decision was  
141 made.

142 *The next Regular Meeting will be on 01/13/15 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC*  
143 *Room*

Approved this 13 day of Jan, 2015.

  
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Camille Staczek, Chair

  
\_\_\_\_\_  
Susan Wolf, Minute Taker