

1 **Vashon Island Fire & Rescue**
2 **BOARD OF COMMISSIONERS**
3 **Penny Farcy Training Center**
4 April 1, 2008

5
6 Commissioner Hoffmann called the meeting to order at 6:30 PM. Commissioners present
7 were Philip, Turner, Sommers and Hoffmann.

8
9 Commissioner Sommers moved to adjourn to executive session pursuant to RCW
10 42.30.140 to discuss strategies or position to be taken by the governing body during the
11 course of collective bargaining. The executive session will last 45 minutes and a decision
12 maybe made at the conclusion.

13
14 The executive session started at 6:40 PM.

15
16 At 7:25 PM, Commissioner Philip announced that the executive session was extended for
17 30 minutes.

18
19 At 7:55 PM, Commissioner Philip announced that the executive session was extended for
20 five minutes.

21
22 Commissioner Hoffmann called the open public session back to order at 8:05 PM.

23
24 Welcoming Remarks

25
26 The Pledge of Allegiance was recited.

27
28 Minutes

29
30 Commissioner Sommers moved to approve the minutes for February 24, 28, and March
31 18, 2008. All Commissioners present voted in favor.

32
33 Commissioner Turner moved to approve the minutes for March 21, 2008. Commissioner
34 Turner, Hoffmann and Philip voted in favor, Commissioner Sommers abstained because
35 she was not at that meeting.

36
37 Voucher Approval

38
39 Commissioner Sommers moved to approve the vouchers as listed below. All
40 Commissioners present voted in favor.

41
42 Vouchers audited and certified by the auditing officer required by RCW42.24.080 and
43 those expense reimbursement claims certified as required by RCW 42.24.090, have been
44 recorded on the listing which has been made available to the Board as of this date,
45 April 1, 2008. The Board does approve for payment those vouchers included below and
46 payroll expenses for \$149,149.60.
47

1 Vouchers 030067 – 030082 for the amount of \$195,573.22
2 Vouchers 030083 – 030119 for the amount of \$61204.64
3 Vouchers 030120 – 030125 for the amount of \$11,514.71
4 Vouchers 040000 – 040003 for the amount of \$1,475.08

5
6 Amendments to agenda

7
8 Chief Kirk added out of state travel to new business.
9 Commissioner Sommers added information on executive sessions that she heard on NPR.

10
11 Correspondence

12
13 There was no correspondence.

14
15 Volunteer Representative Comments

16
17 Patti Kirk had no comment.

18
19 Paid Staff Representative Comments

20
21 There was no comment from the paid staff present.

22
23 Chief's Report

24
25 See attached

26
27 Financial Report

28
29 District Secretary, Maridee BonaDea gave the February 2008 financial report.

30
31 **Old Business**

32
33 Exercise Equipment

34
35 Commissioner Turner moved to approve expenditures for exercise equipment to come
36 out of the contingency account. All Commissioners present voted in favor.

37
38 Resolution 08-291 – Surplus Equipment

39
40 Commissioner Turner moved to approve resolution 08-291 as presented.

41
42 Commissioner Sommers objected to the resolution directing the District to put out an
43 item for bid on eBay.

44
45 Commissioner Sommers amended the resolution to say in section two not more than 60
46 days. Commissioner Turner accepted the amendment. Commissioner Sommers voted no,
47 Commissioner Philip, Turner, and Hoffmann voted yes.

1 Travel SOG 1021

2
3 Commissioner Turner moved to approve Travel SOG 1021, with the stipulation that the
4 policy comes back to the Commissioners in six months with a report on how travel
5 expenses have been going, so the Board may consider any changes to the SOG at that
6 time. All Commissioners present voted yes.

7
8 Fire Chief's Hiring Process

9
10 Commissioner Turner wanted to move forward with hiring the Fire Chief. He wants to
11 be ready when Mr. Prothman presents the list of finalists so a committee comprised of
12 volunteers, paid staff and community members can review the list. Chief Kirk will come
13 up with a list of potential people to be a part of this committee.

14
15 BLS Fees Update

16
17 Acting Assistant Chief Kranjceovich gave Commissioners an update on billing for BLS
18 transports. He reported that billing could start April 14, 2008. Commissioner Turner
19 moved to start billing for BLS transport April, 14, 2008. Commissioners Philip, Turner
20 and Hoffmann voted yes, Commissioner Sommers voted no.

21
22 Acting Assistant Chief Kranjceovich went over the billing process, saying that patients
23 will be sent invoices three times before the account will be written off. No further action
24 will be taken. He went on to say that insurance companies will not pay for patients to be
25 dropped at the Fauntleroy ferry dock or to doctors' offices which are the bulk of on island
26 transports. It is only the ambulance that deliveries the patient to the emergency room that
27 gets reimbursed for services.

28
29 Commissioner Turner said he checked with Tri-Med Ambulance and they charge \$650
30 plus \$15 per mile.

31
32 The Commissioners will review the resolution on BLS billing at the April 15, 2008
33 meeting.

34
35 **New Business**

36
37 Committee to Purchase Property

38
39 Commissioner Turner moved to designate Assistant Chief Kranjceovich as project
40 manager to look into the feasibility of purchasing property with a structure in Burton or
41 Dockton to establish a resident firefighter program.

42
43 Chief Kirk said that Commissioner Nielsen expressed an interest to be involved with this
44 project.

45
46 Commissioner Sommers said she would like to have more discussion before moving
47 forward.

48

1 Assistant Chief Kranjceovich has already looked at some current property listings.

2
3 Commissioner Turner, Philip, and Hoffmann voted yes and Commissioner Sommers
4 abstained.

5
6 Out of State Travel

7
8 Chief Kirk handed out information at the meeting for two paramedics requesting out of
9 state travel to San Diego, California for training.

10
11 Commissioner Turner asked if this training was available in Washington.

12 Commissioner Sommers asked why two people need to attend.

13
14 Paramedic Brownell addressed the Commissioners and suggested that the District
15 develop a policy on limiting out-of-state travel and on spending for training for all career
16 staff. Paramedic Brownell went on to say that the San Diego conference focuses on
17 treating children and he felt this was important to his training as a paramedic.

18
19 Commissioner Philip moved to approve sending two paramedics to a conference in San
20 Diego. Commissioners Philip, Sommers and Turner voted in favor, Commissioner
21 Hoffmann abstained.

22
23
24 General Comments

25
26 Commissioner Sommers reported on a KUOW interview with Brian Sonnatg, the
27 Washington State Auditor. She reported that he is working with others in a so-called
28 Sunshine Law because he feels that some elected officials have discussed things in
29 executive session that should have been discussed in public. He went on to suggest that
30 executive sessions be recorded so there will be a record of the session in case the Auditor
31 or others need to determine if the executive session followed the Washington State laws
32 for executive sessions.

33
34 For the Good of the Order

35
36 Chief Kirk handed out a letter from Brian Dolman the attorney who has been working on
37 the Jim Wilson case. Chief Kirk presented Commissioner Hoffmann with a check
38 received from Jim Wilson as settlement on his severance overpayment

39
40 Commissioner Sommers moved to adjourn. All Commissioners voted in favor. The
41 meeting ended at 10:10 PM.

42
43 Maridee BonaDea
44 District Secretary

1 Appendix to the minutes of April 1, 2008

2 Chief's Weekly Report

3 March 15, 2008 to March 28, 2008

4
5 Since the last report for the Commissioners March 18 meeting I been involved with the
6 following activities:

7
8 Monday, March 17 – A/C's Kranjceovich and Larsen, B/C Coll and I interviewed
9 volunteers for service as a photographer for VIFR events.

10
11 Tuesday, March 18 – Commissioners Meeting.

12
13 Wednesday, March 19 – Chief Officers Meeting.

14
15 Systema, Brent – discussion regarding contracting with him for help with
16 Sun-Pro reports. I agreed to call him regarding instruction and
17 programs to assist us.

18
19 Support volunteers – discussed an academy plan i.e. skills they need and
20 possible schedule. The Support Academy will be shorter than the
21 Firefighter Academy. We agreed to set final plan on March 26.

22
23 Daily Duty Crew Schedule – discussion of incorporating the pre-incident
24 planning of Island businesses and institutions into the daily
25 schedule of duties.

26
27 Air-Lift Insurance – Paramedic Lee Kimzey will set up system for
28 distributing Air Lifts brochure to our patients regarding the \$80
29 insurance plan. Atty Joe Quinn agrees we may do so with a short
30 disclaimer attached to each brochure.(See attached copy.)

31
32 Interviews - discussion of formulating different questions for applicants
33 who want to perform specific service i.e. EMT-only or
34 firefighting-only.

35
36
37 Non-Compliant Volunteers – we reviewed the status of the list to date and
38 the responses to communications we have sent to those volunteers.

39
40 Pagers – we will send a survey to all volunteers regarding how well their
41 respective pager receives call tones and messages at their home
42 and at their work site. The questionnaire will be in the April news-
43 letter.

44
45 O2 Generator – all but one part is installed. (It finally arrived on
46 March 26).

47
48 New Tender 55 – Combined crews are drilling on it, but it's not in service.

1 CERT Generators – Dennis Shroeder maintains them at the stations.
2 We plan to make him an Associate member so he can obtain
3 milage and purchase fuel for the generators from the CERT
4 budget.
5

6 Bill for Uniform – a bill for \$210. was sent to former volunteer who has
7 not returned some of his Class B uniform.
8

9 We also interviewed two volunteers for EMT service on Wednesday.
10

11 Thursday, March 20 – Vashon resident, Barbara O’Block, spent 2 hours instructing
12 Barbara Cooper and Linda Hamilton on Quick Books procedures to
13 streamline our accounts payable and accounts receivable system.
14

15 Thursday, March 20 – A/C Kranjceвич and I attended the community meeting at
16 CES that hosted Washington State Department of Transportation
17 Director, Paula Hammond. I presented our voucher for \$60,000 and
18 a letter regarding our position on ferry fees and the lack of a contract with
19 WSF.
20

21 Friday, March 21 – I met with Labor Consultant, Rich Sokolowski and we edited the
22 existing contract for the inclusion of the three new positions currently
23 being negotiated. Mr. Sokolowski will attend the April 1 Commissioner’s
24 meeting to brief them in executive session.
25

26 Friday, March 21 – An executive session was held at 7:30 pm on the matter of the sale
27 of the Firemen’s Association building.
28

29 Saturday, March 22 – KING TV interviewed me and Commissioner Nielsen regarding
30 the ferry fare waiver and contract issues.
31
32

33 Wednesday, March 26 – Chief Officer’s Meeting – we discussed the following:
34

35 Pagers – A/C Kranjceвич is testing a new pager that A/C Larsen
36 obtained – Apollo brand. Our goal is to find the pager with the best
37 reception for all areas on the Island.
38

39 Zone 3 Meeting for A/C Operations. A/C Kranjceвич noted topics e.g.
40 plan for ladder truck operations; Valley Comm. ‘call ups’ for ‘working
41 fires’.
42

43 Volunteer Duty Shifts – B/C Coll outlined ideas and checklists for our
44 volunteers and career members to document their activities and training
45 when the volunteer works a shift at Stn. 55. The discussion proceeded to
46 ideas for mandatory duty shifts and possibly a Resident Program.
47

48 Non-compliant Members – We continue to monitor the status of members

1 who need to meet required tests e.g. TB, AED Quarterly.

2
3 Support Volunteer Academy – We will advertise during April for
4 Volunteers to apply by May 9 for nine classes that will be held from June
5 3 to June 28, 2008. A list of the topics and instructors was compiled.

6
7 Fire Engineering Magazine, March 2008, article “Motivating Your
8 Volunteer Department” (See attached copy.) We reviewed the main
9 points and agreed that officer leadership was vital in addition to the
10 positive aspects of having crews assigned to specific stations as we once
11 did. This produces a sense of pride in the station and its apparatus and in
12 the camaraderie of the crew.

13
14
15 Thursday, March 27 – I attended the Zone 3 Chief’s Meeting at Valley Comm.
16 There was much discussion of Valley Comm’s plans to upgrade its
17 communication service to meet federal guidelines for security and
18 interoperability.

19
20 Washington Sate Ferry System – As of this writing I have not contacted nor been
21 contacted by any agency. By April 1 I will have information for the
22 Commissioners’ meeting. I have attached letters were sent to various
23 agencies last week.

24
25 *****

26
27 “Thank You’s’ – (See attached.)

28
29 Response statistics from my last my last report March 14, 2008 to March 28, 2008:

30 Total calls: 43.

31
32 Aid:.....37 (Average of patient – 58.1 years.)

33 AFA:.....3

34 Illegal burn:... 1

35 Service:.....2

36
37 Total calls from January 1: 314.

38