

1 **Vashon Island Fire & Rescue**
2 **BOARD OF COMMISSIONERS**
3 **Penny Farcy Training Center**
4 April 3, 2007

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

8
9 Welcoming Remarks

10
11 All who wished stood and recited the Pledge of Allegiance.

12
13 Minutes

14
15 Commissioner Sommers moved to approve the minutes for March 20, 2007 with a few
16 minor amendments. Commissioner Hoffmann seconded the motion. All Commissioners
17 present voted in favor.

18
19 Voucher Approval

20
21 Commissioner Hoffmann moved to approve the vouchers listed below. Commissioner
22 Sommers seconded the motion. All Commissioners present voted in favor

23
24 Vouchers audited and certified by the auditing officer required by RCW42.24.080 and
25 those expense reimbursement claims certified as required by RCW 42.24.090, have been
26 recorded on the listing which has been made available to the Board. As of this date,
27 April 3, 2007, the Board does approve for payment those vouchers included below and
28 payroll expenses for \$166,608.73:

29
30 Vouchers 100211 – 100222 for the amount of \$13,707.00

31 Vouchers 300223 – 300239 for the amount of \$22,603.47

32 Vouchers 300240 – 200250 for the amount of \$16,086.22

33 Vouchers 400000 – 400015 for the amount of \$12,287.55

34
35 Amendments to agenda

36
37 Commissioner Turner added that the executive session will last 30 minutes with the
38 possibility of being extended and no decision will be made.

39
40 Correspondence

41
42 Chief Yamane handed out a letter from the WSFCA announcing that Washington State
43 Bill 5498 allowing a levy lid lift for more than one year had passed the Senate.

1 Volunteer Representative Comments

2
3 Charlie Krimmert had no comment.

4
5 Paid Staff Representative Comments

6
7 Assistant Chief Kirk reported that the Fire District's crew in a responding Aid car
8 accidentally hit and killed a dog in the road last Thursday. The owner was notified.

9
10 Chief's Report

11
12 Chief Yamane scheduled a station tour for the Commissioners on April 29, 2007. The
13 annual volunteer appreciation banquet has been scheduled for June 2, 2007. Paramedics
14 have started ride-alongs with Redmond Fire to improve skills. There were eighteen calls
15 for the week of March 27 – April 2, 2007.

16
17 **Old Business**

18
19 Communications Committee Update

20
21 Chief Yamane reported that the Communications Committee held their second meeting.
22 At that meeting members identified the pros and cons of VHF versus 800 MHz radios.
23 Commissioner Sommers asked for the minutes of the Communications Committee
24 meeting.

25
26 SOG Plan

27
28 Finance Director, Matt Sullivan outlined a plan for updating the SOGs. He
29 recommended changing the name to Standard Operating Policies and holding off until all
30 the SOPs are revised before bringing them before the board for approval, rather than
31 approving each one individually.

32
33 Commissioner Sommers asked if it would make more sense to break the SOPs down by
34 groups and get public comment on sections.

35
36 Commissioner Nielsen said that the Commissioners and the public will be commenting
37 on the SOGs in groups and then at the end approve all of the SOGs. He also suggested
38 reviewing the process as we go along.

39
40 Commissioner Sommers will have written comments on the SOGs that will be presented
41 for approval at the next meeting since she won't be able to attend.

42
43 Commissioner Turner suggested having staggered expiration dates on the SOGs to build-
44 in a review schedule.

1 Recruit Academy Reimbursement Contract

2
3 Finance Director Matt Sullivan said that the Commissioners had requested a contract for
4 volunteer recruits. He has been working with Joe Quinn to write the contract presented at
5 this meeting. He asked the Commissioners for feedback on the draft contract.

6
7 Commissioner Nielsen said that we should look at what someone would pay at Bates
8 Technical College for Firefighter Training.

9
10 Commissioner Turner said to compare the draft contract with the SOGs. Also will this
11 contract apply to EMTs, firefighters and support responders?

12
13 Matt Sullivan said that he will bring this back to the Board at the next meeting.

14
15 Charles Krimmert asked if there were volunteers who were interested in the upcoming
16 academy and did they know they may be affected by this change and sign a contract? He
17 will bring this contract up at the Recruit and Retention of Volunteers Committee.

18
19 Battalion Chief Coll said that there are several people in the current EMT class who have
20 expressed interest in the Fire Academy planned for later in the year. She said that there
21 was no free training in other Fire Districts any more and that was why people were
22 willing to come out to Vashon for training.

23
24 Commissioner Nielsen asked Battalion Chief Coll to discuss this with interested recruits.

25
26 SOG Review

27
28 Chief Yamane expressed concern that the volunteers did not get enough time to review
29 the SOGs and he would like to extend the review time until the next Commissioner
30 meeting. There were no objections.

31
32 Station Tours

33
34 Chief Yamane will schedule a station tour for the Commissioners on 4/29/2007.

35
36 Valley Com Tour

37
38 Chief Yamane set up a tour of Valley Com on 4/12/07 because Commissioner Sommers
39 was leaving and he would like to invite any other Commissioner who wanted to go. Also
40 he can set up another Valley Com tour date on a week-end for Commissioners who can't
41 go during the week.

1 Volunteer A/C

2
3 Chief Yamane said that interviews with three candidates for the Volunteer Assistant
4 Chief's position were set up this Friday. He hopes to have a decision by the next
5 meeting.

6
7 New Business

8
9 Salary Step Scale

10
11 District Secretary, Maridee BonaDea presented the Commissioners with step schedules
12 for all non-representative employees. For those positions which currently have salary
13 steps, the number of steps is proposed to increase from seven to nine. She also handed out
14 the resources that she used to setup step schedules. Her recommendation was to look
15 over the figures and have this discussed at the next Commissioner meeting.

16
17 Commissioner Sommers asked a clarification question on a step increase and a Cost Of
18 Living Adjustment increase. District Secretary BonaDea resaid that employees currently
19 receive both a step increase and a COLA, and that will not change.

20
21 Commissioner Hoffmann moved to table this until next meeting. Commissioner Nielsen
22 seconded the motion. Commissioners Nielsen, Hoffmann and Turner voted yes;
23 Commissioner Sommers voted no.

24
25 General Comments

26
27 Tag Gornall, the new Co-President of the VashonBePrepared organization (formerly
28 Vashon Disaster Preparedness Coalition) was introduced.

29
30 For the Good of the Order

31 No one offered any comments

32
33 Commissioner Sommers moved to adjourn to executive session pursuant to RCW
34 42.30.110 (f) to receive and evaluate complaints or charges brought against a public
35 officer or employee and (G) to evaluate the qualifications of an applicant for public
36 employment or to review the performance of a public employee and (i) to discuss with
37 legal counsel representing the agency litigation or potential litigation to which the
38 agency, the governing body, or a member acting in an official capacity is or is likely to
39 result in an adverse legal or financial consequence to the agency, the executive session
40 will last for thirty minutes and no decision will be made. Commissioner Nielsen
41 seconded the motion. All Commissioners present voted in favor.

42
43 Commissioner Nielsen announced that the executive session would be extended thirty
44 minutes.

45
46 Commissioner Turner called the open meeting back to order at 9:20 PM.

1
2 Commissioner Nielsen moved to adjourn the meeting. Commissioner Sommers seconded
3 the motion. All Commissioners present voted in favor.

4
5 The meeting ended at 9:22 PM.

6
7
8 Maridee BonaDea
9 District Secretary