

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

Minutes

Date: 8/11/15

Time: 6:30 p.m.

Place: 10020 SW Bank Rd., Vashon, EOC

REGULAR MEETING

1

2 **Present:** Candy McCullough, Chair
3 David Hoffmann, Vice-Chair
4 Rex Stratton, Commissioner
5 Camille Staczek, Commissioner
6 Ron Turner, Commissioner
7 George Brown, Assistant Chief
8 Jojo Weller, Minute Taker

9 **Absent:** Hank Lipe, Chief

10 **Amendments to Agenda**

- 11 • A/C Brown has an update for security if the Board wishes to take it off the table.
12 • Chair McCullough adds the "Washington Fire Commissioners Association conference" at
13 Tulalip in October to New Business.
14 • Chair McCullough adds the "National Association of Elected Fire Officials conference,"
15 which is coming up in September to New Business.

16 **Approval of 7/28/15 Minutes**

17 Motion by Commissioner Stratton:

18 "I move we approve the minutes of 7/28/15."

19

MOTION PASSES, 5-0

20 **Voucher Approval**

21 Motion by Commissioner Turner:

22 "I move that we approve the referenced vouchers and transfers as detailed in
23 Administrative Memorandum 08.11.15-01."

24

MOTION PASSES, 5-0

25 **Chiefs' Reports**

26 *A/C Brown:*

- 27 • Run volumes are much higher this year; about 80 calls totals at the midpoint of the year.
28 Because of that and all the Zone 1 callbacks, that's why the SOG on transports to private
29 ambulances.
- 30 • We did receive the \$317,000 grant for the SCBAs. Our matching portion of 5% is \$15,095.
31 We're trying to figure which company to purchase from and the goal is to place the order by
32 September. That will fix our dilemma of out-of-date air packs.
- 33 • Chief Lipe returned to work as of Monday, August 10th, however, asked to be excused from
34 the meeting. He asked that A/C Brown present as most of the items were Chief Brown's
35 ongoing projects, anyway.
- 36 • There were a quite a few personnel meetings held last week that will be discussed during
37 Executive Session.
- 38 • He had a meeting with Captain Boe of the King County Sheriff's Office. He wanted to talk
39 because his Deputies had heard rumors that we were no longer transporting people going to
40 patients under arrest or involuntary commitments. Chief Brown was able to reassure him
41 that nothing had changed; we will still transport or arrange for transportation for them.
- 42 • Over two days last week, 24 applicants were interviewed. Ten were island people and
43 fourteen were from off-island. Twelve were selected to continue. Six are EMTs already, one
44 of which is an island resident and will start our in-service EMT academy in October. Three
45 island residents have applied as support volunteers. Two island residents want to attend the
46 King County EMT class and if they pass the other conditional exams, we will sponsor them
47 for the class. One island resident applied to be a firefighter only. This week and next week
48 the applicants are undergoing psychological and medical evaluations. If they all pass, we
49 will have 12 new people. Ross Copland, our Recruitment Coordinator, has run a very
50 successful interview process. Because of articles in the local paper, we received 10 island
51 applicants and five of them are moving onto further evaluations.
- 52 • Four employees are out with injuries right now; three are work-related, Labor & Industries
53 (L&I) and one is not. The one that is not L&I is expected back on the 18th of this month.
54 One will be scheduled for surgery once L&I approves it. Two others are waiting for MRIs.
- 55 • Our facilities manager will be scheduling surgery soon. He's not one of the four; he's still
56 working. The other four are not. Jojo Weller attended a conference put on by our District's
57 attorney about L&I. Chief Brown has been conducting research and found is that the District
58 may be able to require light duty, which previously he thought had to be negotiated. The
59 question was asked about hours, but what L&I told Chief Brown is that we can write the job
60 description, set the hours and it will either be approved or denied by the doctor. If it is
61 approved by the doctor, then they can start working it, but we set the hours. So we've sent
62 one off already with maximum hours for the week and the period of time. Chief Brown is
63 still working on the details.

64 *Jojo Weller:*

- 65 • We are moving our financials and payroll over to a new software program (Bias
66 Accounting). Jojo has done the financial part. Barbara Huff is working on the financial
67 reporting part and training with Bias. Jojo's done the data entry and paying checks out of
68 that.

- 69 • We're moving to do payroll live in September, hopefully; maybe October. Jojo is going to
70 train in payroll this week for next week just to get a feel for it.
- 71 • So far, so good – the program is very user-friendly unlike the current program. When you
72 see the reports, you'll like them; they're very detailed and easy to read.

73 *A/C Brown:*

- 74 • While we now have Peter Lake's office doing the financials, but Bias does the financials for
75 fire districts and other municipalities across the state. Chief Brown wants to know what the
76 Commissioners would like to see in the financial reports so those items can be included since
77 the reports are for the Board's benefit.

- 78 • Got a phone call which expressed interest from the Puget Sound Emergency Radio Network
79 (PSERN) people who are adding towers and infrastructure for the coverage of the new radio
80 system (county-wide). Chief Brown is meeting with PSERN on the 24th to do a walk-
81 through. He'll attempt to negotiate and see if they can put microwaves right here, which
82 would greatly improve our coverage on the island. It would also could give us some
83 financial advantage in that we could do paging here and not have to pay for a T-1 line to
84 ValleyCom.

- 85 • The unsuccessful "Gator" grant application that was submitted to Grannie's Attic is being
86 revisited. Rick Wallace, with VashonBePrepared, has taken on re-writing the grant
87 application, this time adding some matching funds. He is going to meet with the chiefs
88 tomorrow for approval to go forward with the application, but Chief Brown is coming to the
89 Board for approval for the matching funds. The Gator is \$26,000 and this time we would add
90 matching funds up to \$5,000. A borrowed Gator has been used for Strawberry Festival, but
91 the one we proposed purchasing in the last application also had wildland fire fighting
92 capabilities, besides the patient capabilities. The Gator could be used in Island Forest, for
93 horseback accidents, at major events, for moving people along beaches at low tides, in case
94 of landslides, etc. It's the same Gator and same grant as the first proposal which the Board as
95 seen, but this time with the \$5,000 matching funds.

- 96 ○ A question was asked about the annual cost of upkeep on the Gator. Chief Brown
97 explained our mechanic could do anything that needed to be maintained on it, but
98 upkeep as he has experienced with his own personal ATVs, is very minimal – less
99 than a car. The upkeep he fears is for a boat. A Gator is a three-cylinder diesel motor,
100 so just changing the oil would be needed from time to time. Landslides and our
101 events, they would be useful. Chair McCullough related that four days into the Oso
102 landslide, Boeing brought a Gator which was used to recover bodies and proved
103 vastly useful.

104 Motion by Commissioner Stratton:

105 **"I would move that we as a Fire District being willing to put a matching funds for the**
106 **Gator grant up to \$5,000."**

107 **MOTION PASSES, 4-1**

108 **New Business**

109 QA/Disciplinary Committee

110 Motion by Commissioner Turner:

111 **“I really recommend a QA committee of two people plus the chief with the**
112 **mission being to observe and report.”**

113 **MOTION PASSES, 5-0**

- 114 • A Quality Assurance (QA) / Disciplinary Committee will have to be refined as we go
115 along. A policy could also be developed. Our policy on discipline reflects committee
116 work. Chief Brown will work with Commissioner Turner to review, design and
117 implement this program.

118 Washington Fire Commissioners Association Conference

- 119 • The WFCA conference is in Tulalip this year, October 22-24 is not far to travel. The
120 conference has good information and training for commissioners and is recommended for
121 Board members to attend. Board members receive the notice of the conference and the
122 Chair encouraged them to look at their calendars, determine if they would like to go, then
123 they can discuss at a future meeting.
- 124 • One thing important about attending this conference is the King County Fire
125 Commissioners Association, the King County Fire Chiefs Association, along with the
126 Executive Office Dow Constantine and Fred Jared are going to really start pushing on the
127 legislative committee and the Washington Fire Commissioners Association’s Executive
128 Board. They want the WFCA E-Board to approve and move forward on trying to get
129 \$1.50 moved from being underneath everyone as a junior taxing district to being the same
130 rank as the court district, a higher rank. This would mean we would not be subject to
131 pro-rationing. It would also open up our dollar on the island to other entities; a win-win.
132 So if someone wanted to do a real hospital district, they could it. Otherwise, we’re going
133 to be really tied to the dollar with nowhere to go except to initiate a benefit charge. So
134 the more commissioners at that meeting, the better. This year Jim Farrell from Mountain
135 View is the President of the WFCA and they are one of the districts that is highly likely
136 to be re-portioned downward significantly with what King County’s doing. If the county
137 gets their children’s program approved, then that will be \$0.14 more cents taken away.
- 138 • We can talk about it at the next meeting as there is a late registration fee after September
139 something. If you’re interested, let’s talk about it.

140 National Association of Elected Fire Officials (NAEFO) Conference

- 141 • The NAEFO conference is September 21-22 in Las Vegas. The subject matter is
142 volunteers and the legal aspects of whether they are volunteers or employees. The
143 other subject is discipline, which seemed like it could be useful to us. The Chair
144 would like to attend if she can get the time off work so she is tentatively asking the
145 Board for permission to attend.

146 Motion by Commissioner Stratton:

147 **“I move that we allow Candy to attend the NAEFO conference.”**

- 148 • It’s one of cheapest conferences at \$125 (registration) plus \$38 per night (lodging.

149 **MOTION PASSES, 5-0**

150

151 **Old Business**

152 Approval of New Pay Scale for Represented Employee

- 153 • The pay scale in the packet was thought to have been included some time ago, but no
154 record could be found. It is a request of the auditor that this be formally approved by
155 the Board each year.

156 Motion by Commissioner Stratton:

157 **“I move we approve the 2015-2016 pay schedule for represented employees.”**

158 **MOTION PASSES, 5-0**

159 Chief Evaluations – TABLED

160

161 Security System

- 162 • Chief Brown provided an update for the Board. He received a couple of quotes,
163 wireless will not suffice for monitoring without issues. Four companies reviewed our
164 facility and the prices were between \$16,000 - \$36,000. A Costco system includes
165 the same equipment (hard-wired), but we could have our own people install it
166 (Facilities Manager). We would also consult with Clif for the IT connections; that
167 system would be about \$5,000.
- 168 • The question was asked about the hours required for our personnel to install the
169 system, but that was not calculated.
- 170 • Chief Brown recommended that this expense should be budgeted for 2016 because
171 there isn't room in this year's budget.
- 172 • The system can be monitored remotely. Basically, it would be recorded on our server
173 and then could send a signal out to whoever's PC is monitoring it. It would record for
174 up to 180 days.
- 175 • Purposes for the system would be for security (i.e., vagrants in the training tower),
176 people wandering into the station through open bay doors, apparatus security, provide
177 supervisory tools.
- 178 • This expense could be less costly compared to the costs of one investigation.
- 179 • Proposed locations, outside Station 55, inside the bay, outside the Training Center
180 and grounds, the parking lots and across the street.
- 181 • It was noted that the union is not happy about it as they felt it contributed to a low
182 trust work environment. It was also noted that many work places have security
183 cameras.
- 184 • The installation may be delayed if our Facilities Manager is out on medical leave in
185 the near future.
- 186 • No one wants to “babysit” our employees and it isn't that our employees are not
187 trustworthy, but security is an issue. A couple commissioners visit the station time-
188 to-time and see instances when there's no one in the station but the apparatus bay
189 doors are left open. When the commissioners visit other stations, the stations are
190 buttoned up tight. While medications are kept locked up, if people are looking to
191 steal something, they could take items from the station. We are fortunate to have low

- 192 crime on the island, but just because something hasn't happened here, doesn't mean it
193 won't.
- 194 • Bob did accompany the sales reps from the companies around the facilities and
195 discussed the installation with them.
 - 196 • It is interesting that the lowest estimate is a major name brand: ADT.

197 ACTION ITEM: Chief Brown to research labor to install the system, work up a summary
198 and compare quality.

199 **TABLED**

200 Medic One Proposal Update

- 201 • Our local has signed the ILA and it has been sent to the other side. John Hebert said
202 that there is a date for negotiations next week, which indicates the other local has
203 signed it or it wouldn't be up for negotiations.

204 Strategic Plan Update

- 205 • Commissioners McCullough and Stratton are on the Strategic Planning Oversight
206 Team (SPOT), which has an objective of gathering community input. The Public
207 Information Strategic Team (PIST) will be going out into the community to gather
208 data to bring to the SPOT team, refine it and then take back to the community for
209 additional refinement to come up with a plan to present to the community based on
210 community member input. They reported that after the articles in the Beachcomber
211 about the ALS transition, the PIST committee including Alice Larson, Rick Wallace,
212 Craig Harmeling and Alicia Griswold, felt they would be overwhelmed with
213 questions about the ALS transition. They felt it would be a good idea to hold a public
214 meeting to discuss the ALS transition so that the strategic plan meetings could be
215 worked as a separate issue.
- 216 • There's not much to report, but we could answer questions. If the locals are in
217 negotiations that may go quickly. We could also have two meetings or one with a
218 follow-up; either the transition will not go through and our level of service won't
219 change or there will be a transition and this is why and right now the process is being
220 negotiated. Or we can wait until King Medic One has a plan and then go to the public
221 with it.
- 222 • King County has done quite a bit of work on this already. We know their plan is to
223 have two medics 24/7 on the island. We know they are going to have two ALS aid
224 cars. They're going to have an MSO; not here, but back and forth. There are a lot of
225 positives.
- 226 • One thing we need to clarify to the public is that this ALS proposed change didn't
227 come from the fire district. It came from the medics and the county because Mickey
228 Eisenberg and King County EMS are the ones that ultimately decide how medical
229 services on Vashon are going to be delivered. And after the letter, they said, "Maybe
230 we're going to have to take it over."
- 231 • The biggest reason is staffing. The current situation is that we have paramedics either
232 sick and injured on leave or on vacation. Right now we have two paramedics out so
233 the other six medics are working 4, 5 or 6 days, or 3 days on, one day off, 3 days on
234 again, which is not safe. So we do not have the depth or funding to supply the depth.

- 235 • Once the negotiations take place next week, we can schedule the meeting. Then we
236 will have more information and the unions have come to this agreement.
237 • We need to clarify we are not losing two firefighters.

238 ACTION ITEM: Chief Brown will ask John Hebert to come to the island for a public informational
239 meeting once the negotiations have concluded.

240 **General Comments**

241 Two people have filed to run for Commissioner Stratton's expiring position: Brigitte Brown and
242 Tamelan Negroto. Both are good candidates. If Brigitte is elected and wishes to continue to serve as
243 a volunteer EMT, the Board must unanimously agree.

244 **For the Good of the Order**

245

246 **Documents Signed**

247

248 EXECUTIVE SESSION

249 **The Executive Session is being held pursuant to a provision of RCW 42.30.110(1)(g).**

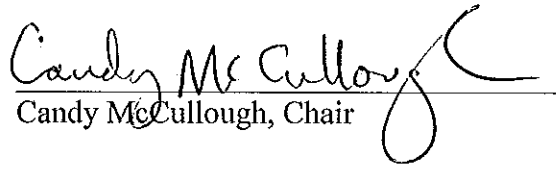
250 The public meeting closed at 7:40 p.m. and opened in Executive Session at: 7:42 p.m.

251 The meeting was extended at 7:57 for 30 minutes.

252 The Executive Session closed at 8:30 p.m. and opened in public session. Having no further business
253 before the Board, the Chair adjourned the meeting at 8:30 p.m. No decision was made.

254 *The next Regular Meeting will be on 8/25/15 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 8 day of Sept, 2015.


Candy McCullough, Chair

 9/9/2015
Jojo Weller, Minute Taker