

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

**Minutes**

**Date:** 12/21/2019

**Time:** 10:00

**Place:** 10019 SW Bank Rd, Penny Farcy Memorial Fire Training Center, Large Classroom

**REGULAR MEETING**

**Present:** Brigitte Schran-Brown, Chair  
Candy McCullough, Vice-Chair  
Dave Hoffman, Position 05  
Camille Staczek, Position 02  
Andy Johnson, Position 01  
Charles Krimmert, Fire Chief

**Absent:** Robert Larsen, Assistant Chief of Operations; Jojo Weller, District Secretary

**Pledge of Allegiance**

**Amendments to Agenda**

- Chief is not ready to present SOP 2013, and is requesting that this be tabled until the next regular Board Meeting. Instead, Chief is presenting the annual COLA approval; documentation already enclosed in packet. SOP 2013 tabled to next meeting.
- Chief Krimmert is requesting the addition of the initial draft of rescue swimmer under Old Business; copy of proposal is in commissioner's packet.

**Approval of 10/30/19 Minutes**

Motion by Commissioner Staczek:

**"I make a motion to approve the 10/30/19 minutes."**

**MINUTES APPROVED, 5-0**

**Approval of 11/27/19 Minutes**

Motion by Commissioner Johnson:

**"I make a motion to approve the 11/27/19 minutes."**

**MINUTES APPROVED, 5-0**

**Voucher Approval**

Motion by Vice-Chair McCullough:

**"I move that we approve the referenced vouchers as detailed in Administrative Memorandum 12.21.2019-1."**

**VOUCHERS APPROVED 5-0**

## **New Business**

- **Resolution of surplus of equipment:** The chief has requested that we scrap the old Marine 55 in that this (old zodiac raft) has delaminated and is no longer repairable or useable. The trailer could be sold. Commissioner McCulloch asked if the trailer could be repurposed for us to re-use; chief Krimmert reported that he believes this trailer was custom built for that particular vessel and as such would not be used by us in the future since we are looking at purchasing a completely different type and size of boat.

Motion by Commissioner Staczek:

**“I make a motion to approve Resolution 19-400 Surplus Equipment to surplus the old zodiac and trailer.”**

**RESOLUTION APPROVED, 5-0**

- The chief will look into selling the trailer
- Cola is being worked on for the union, as well as fleet/maintenance staff; the current COLA is under contract through 2021
  - COLA are separate contracts but same agreement, 1.53% increase in pay

Motion by Vice-Chair McCullough:

**“I make a motion to approve the annual update of the appendix B (COLA).”**

**COLA APPROVED, 5-0**

Motion by Commissioner Staczek:

**“I make a motion to approve KCFC membership dues for 2020.”**

**KCFC DUES APPROVED, 5-0**

## **Chief's Report:**

- See attached
- Rescue Swimmer
  - Chief Larsen has drafted the initial resolution (SOG) for Board to review
  - In two weeks it will go to district for input and comment.
  - Vice-Chair McCullough recommended that the proposal go out to the rank and file at the same time for discussion; chief will see that this is done.
- New fire academy
  - We have 6 recruits in this year's class. (etc from report)
- The new engine (E07) is not fully in service and cannot be due to some on-going issues, but we will continue with the wet-down ceremony this morning
- We had a recent flood in the basement; the conduit between the court house and station 55 broke and took in water, channeling it into our basement; fortunately the water went into the IT room/archives where only some damage (minimal) damage occurred. The duty crew along with Randall and Carin did an excellent job mitigating damage and doing clean up.
- Prop: The shelter for the prop was built in 2014 and there is no record of a permit for this, either. We are having a code expert come in to help us try and resolve this issue so we don't have to tear the prop back down.
  - Commissioner Johnson said that he has worked with Mr. Stevens from county permitting office and he is reasonable and will work with us on an equitable agreement. It could take 4-6 months to resolve this process.

**Budget:**

- (review budget form) Overall we are under budget; the largest hit is with equipment which is at 106% of budget. This is due to radios; we need to spend another 20k on these this year
- Fleet: 200 plus percent due to new rigs.
- Bunker gear/PPE are good (no new needed), but uniforms ‘killed us’ on the budget.
- Reserves: Another 100k has gone into our reserve; it is now at 1 million.
- Contractual efforts: Overall we are not happy with what we have established with KC for the local; we have come into agreement for a contract. The contract has been forwarded to them to establish fees for this year. They have verbally agreed to it at this point.
  - There are six properties they have not included for this year; we will see them for 2020.
  - We are close with Vashon parks as well. They acknowledged in the Beachcomber they will set funds aside for us.
  - They fixed the rate at the 2019 tax rate; the tax rate is variable; it would be to our advantage to leave it; it means we will lose a bit this year but it will go back up for next year. We should be able to execute that contract shortly.
  - We are preparing to execute the contract with sprint for the cell tower; this is financially beneficial for us.
- The consortium: We are looking into contracting with Tactive (TAHPIU)
  - Roughly a 7k contract; but because we are small this might not be as beneficial to us; chief is negotiating with them.
- Camille asked about our injury rate. Ours is low; we have gone from 1.6% down to 1.4.
  - It takes time to be seen and treated; you are out of service while you are waiting to be seen. We are trying to expedite this process. We need to reduce the down and recovery times, especially since when someone is out we now need to pay OT to have the injured member’s shifts covered.
- The question is for a 7k contract, could we save more than the 7k? Chief will look into this more.
- Chief added that we have a retirement cliff coming up—this will make for an interesting transition.
- Business: nothing unusual. We are working to revitalize the MRC and re-defining the scope and practice of what the MRC doctors and nurses do.
- We have secured a MYMEDIC kit for the MRC doctors; this kit cost \$875. The doctors will examine it at the next meeting, and we will move on from there.  
Commissioners /Brown and Staczek are both on this committee as nurses.

Motion by Vice-Chair McCullough:

**“I make a motion to approve the November budget.”**

**BUDGET APPROVED, 5-0**

**General Comments**

- Community Engagement (see chief’s report):
- Chief Krimmert attended the health education curriculum at the middle school then represented the district on concerns about vaping.
  - Cigarettes you take in 8% of product
  - With vaping you get 90% of the product. “this is not grandma’s pot; this is a whole different game”. We are finding out that the impact of the current products are extremely dangerous.
  - Unfortunately the program had poor attendance.
  - Commissioner Staczek asked how many of our kids on Vashon vape;
  - County statistics are available in the Beachcomber but we do know that we have a higher numbers of vapers on Vashon as opposed to the rest of the county.
  - Our alcohol use numbers among teens are dropping as is pot use; our vaping numbers however are climbing tremendous. In short; Vaping is epidemic, especially on Vashon.

- Chief also attended second school safety meeting. Re: Crisis preparation
- Will work with earthquake tabletop in January. Chief is encouraging schools to become NERO
- Connex boxes still exist with emergency supplies at the schools.
  - Chief mentioned that we still have a trailer but he needs to look into how it would best be purposed for a MCI—command center?
  - “Thank you chief for report
- Legislative day January 28: Commissioner Schran-Brown will attend
- Walkowski meeting:
  - Camille very impressed with number of attendees; the enthusiasm; the honesty of the group. Camille felt it was encouraging
  - Another member spoke with Andy about why all commissioners were not there; appreciated how we approached it.
  - Would it be possible for two commissioners to attend all-hands meetings.
  - only negative was union members did not show up in force; many who were gung ho to talk to chief did not show; but we understand that life happens, and this is busy time of year. Family first!!
  - A number of members stayed up late to talk about next steps (after Walkowski meeting)
  - Discussion went on in the bay next day to discuss next steps
  - Candy wants to review draft templates in January (from Chief Walkowski)
    - Start working towards implementing these.
- Commissioners were given the homework to review the Rescue Swimmer SOG and be prepared to give comments on it at the next meeting.
- We also need to think about what the ‘next steps’ post Walkowski should be.
- Commissioner Brown reminded of the district holiday party at her and Mike’s home this evening from 17:30 until.
- The banquet will be February 2<sup>nd</sup>

**For the Good of the Order**

- Chair Schran-Brown Commissioner Brown reminded of the district holiday party at her and Mike’s home this evening from 17:30 until.

**Documents Signed**

Adjourned at 10:54

*The next Regular Meeting will be on Wednesday, January 29<sup>th</sup> at 18:30 at 10019 SW Bank Rd, Vashon, Penny Farcy Training Center, Large Classroom*

Approved this 29<sup>th</sup> day of January 2020

  
Candy McCullough, Vice-Chair

  
Brigitte Schran-Brown, Board Chair and Minute Taker



**Chief's Report**  
for the  
**Fire Commissioners' Meeting**  
of  
**21 December 2019**

Please accept the following brief overview of the District; the focus is on noteworthy topics since the Board's last regularly scheduled meeting of November 27<sup>th</sup>.

**1. Operational:**

- a. A draft Rescue Swimmer Policy has been presented to you this morning. With your approval of the draft we will see to its distribution to the District for consideration and comments...

**2. Training:**

- a. Unfortunately I must report that Paramedic Radford has resigned his position as our QA Run Reviewer effective the first of the year. We are looking for a replacement...
- b. South Sound Fire Academy's first class is January 2<sup>nd</sup>, 2020...

**3. Service/Call Volume:**

- a. As of shift change this morning (07:15) we have responded to 1,493 dispatches, this is 255 calls less than last year's total of 1,748 and suggest an end of year estimate of 1,534 dispatches which is around 14½% less dispatches than last year and represents a reduction in call volume levels more aligned with our 2017 numbers...

**4. Staff/Personnel:**

- a. In accordance with the current CBA, 2020 pay rates are to be modified by a percentage of the annual COLA. I would like to present you with two originals of the respective CBA updated Appendixes for approval and authorization...
- b. Thursday Chief Walkowski presented his findings to the District as a whole. About two dozen people attended and I believe the findings were received with appreciation, interest and a strong willingness to embrace them and grow the District...

**5. Fleet Status:**

- a. Though E07 still isn't ready to be put into service today we will be formally recognizing the new apparatus via a "Wet-Down, Blessing & Housing Ceremony"...

- b. As you recall our boat had a significant failure and is no longer in service. As such you will find within your packets a resolution to surplus the former Marine 355, its outboard motor and its trailer...

#### **6. Buildings & Grounds Status:**

- a. Yesterday for the heavy rains we experienced some flooding in the basement of Station 55. The bulk of the water appears to be entering the building via and underground line/conduit running from Station 55 to between the Sheriff's Offices and the Training Center. The duty crew, Ms. Bruce, Mr. Webb along with IT Consultant Kirk did a great job implementing a temporary fix, damage control and clean up....
- b. Regarding the October 4<sup>th</sup> complaint file with the County's Code Enforcement Group against the District regarding the Search & Rescue Prop I spoke to a Mr. Nick Stevens with Code Enforcement on the 11<sup>th</sup> and it appears that the process to resolve the matter can easily take six months to come to conclusion. We have received a package, have asked for an extension so as to collect information and are discussing the matter with a Permit Expeditor. I will continue to appraise the Board as appropriate...

#### **7. Finance Reporting:**

- a. Attached please find the 2019 budget's revenues and expenses through the end of November or 91.666% of the fiscal year. A summary of the noteworthy numbers of the budget through the end of November follow:
  - i. Overall revenues were at 102.952% of forecasted incomes...
  - ii. Overall expenses were up from 79.047% to 89.185%, decreasing last month's under budget performance of 4.286% to only 2.482% below target...
- b. Though expenses overall remain under the month's benchmark we are still tracking three of the nine expense categories as being over target for the year. The three areas of the budget beyond their totals are the:
  - i. *Equipment Category*: Costs are at 106.51%. There is no way for this category to recover. The essential purchase of replacement portable radios further exacerbating the exposure of this category...
  - ii. *Fleet Category*: The costs of this category have exceeded the budget and there is no way to recover. Fleet costs at the end of November were at 112.199% of budget...
  - iii. *PPE/Uniform Category*: At the end of November this category stood at 118.346% of budget...
- c. Also reflected in the November's reconciliation was another transfers of funds; moving \$100,000 from the Operations Account to the General Reserve Account...

#### **8. Contractual Efforts:**

- a. Regarding the District's on-going efforts to establish its compliance with the RCW requiring interlocal agreements for services:
  - i. *King County*: We have signed the 2019 Agreement and are in agreement with the County on the addition of six unrecognized properties within the 2020 Agreement's/Amendment's Exhibit A. Originals have been sent to the County (11 Dec 19) and I will advise the Board when we receive an executed Agreement...
  - ii. *Vashon Parks District*: We are very close to agreement on a 2019 contract for fire suppression and emergency medical services with the Parks District. The agreement parallels the County's proposed agreement and only Article 5 (Services & Payments) is under discussion...
- b. Regarding other contractual efforts:
  - i. *Sprint*: We are preparing to execute a new 15 year amendment to the existing Cell Tower Lease Agreement...

- ii. The District is investigating the idea of entering contract with Tactical Athlete Health and Performance Institute (TAHPI) as a means of expediting the address of member injuries and reducing injury downtime...

**9. Business Operations:**

- a. In the course of the month I do not believe we entered into any unique or new agreements or made any substantial atypical purchases...
  - i. However, a noteworthy purchase made is that of a *MyMedic* Advanced Medic First Aid Kit (\$875). This kit will be used to confirm a course of action moving forward for issuing key members of the Medical Reserve Corps (MRC) first aid kits for use during emergencies and/or activation...

**10. Community Engagements:**

- a. December 9<sup>th</sup> I joined a group of seven others from different organizations and made six class presentations to various students at McMurray Middle School to conclude a series of health education classes. That evening I also represented the District at a community presentation, *Vaping 101: The Truth Behind the Haze*...
- b. I represented the District at another (2<sup>nd</sup>) School Safety Meeting on the 16<sup>th</sup>...
- c. As noted above, we will be having a new apparatus celebration tradition for E07. The public has been invited to attend and participate in the 'wet down' and 'housing' ceremony...

**11. Strategic Planning:**

- a. I have nothing of value to report on at this time...

**12. Miscellaneous & Noteworthy Topic(s):**

- a. On December 4<sup>th</sup> Commissioners McCullough and Staczek, Ms. Weller and I attended the swearing in of the new Hospital District Board as well as their first public board meeting. Ms. Weller and I also attended the Hospital Board Meetings of December 11<sup>th</sup>...
- b. Legislative Day for the fire service in Olympia will be the 28<sup>th</sup> of January and I would encourage the Board to start making plan to attend it...

Conclusion of Report



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