



Vashon Island Fire and Rescue
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BOARD MEETING MINUTES

Date: 30 June 2021

Time: 18:30

REGULAR MEETING

Present: Andy Johnson, Chair (Webinar)
Candy McCullough, Vice-Chair (Webinar)
Dave Hoffmann, Position 05 (Webinar)
Brigitte Schran-Brown, Position 03 (Webinar)
Camille Staczek, Position 02 (Webinar)
Charles Krimmert, Fire Chief (Webinar)
Rebecca Pollock, District Secretary (Webinar)
Raechel Ehlers, HR Administrator (Webinar)
Jim Westcott, Volunteer FF (Webinar)

Absent: Robert Larsen, Assistant Chief of Operations (Webinar)

Welcome

Amendments to Agenda

Approval of 5/26/2021 Regular Meeting Minutes

Motion by Chair Johnson:

"I make a motion that we approve the regular meeting minutes from May 26, 2021."

**MINUTES APPROVED, 4-0
COMMISSIONER SCHRAN-BROWN ABSTAINS, 1-0**

Voucher Approval

Motion by Commissioner Staczek:

"I move we approve the referenced vouchers and transfers as detailed in Administrative Memorandum 06.30.2021-1."

MEMORANDUM APPROVED, 5-0

Assistant Chief Larsen Report:

- *See Assistant Chief's Report*

- Chief Krimmert states that Quint 355 will be returning to the station after repair; however, we will be swapping it out with Engine 06 as it has a broken windscreen requiring repair.

Chief Krimmert Report:

- *See Chief's Report*
- 2.b. the Disaster Preparation funds, while currently "over budget," should be reimbursed through projects currently submitted and being reviewed by FEMA.
- Commissioner Schran-Brown asks when the SCBAs are due to be replaced.
- Chief Krimmert says 2031.
- Commissioner Schran-Brown asks who is going to review offers on the Bennedsen Residence.
- Chief Krimmert states that Chiefs Krimmert and Larsen will be meeting with the realtor to review offers.
- Commissioner Schran-Brown asks where the Crews/Responders are going to sleep during the Station 55 renovation if the District moves forward with those plans and the Bennedsen Residence has been sold.
- Chief Krimmert states that the District will provide 3 or 4 Trailers on the rear tarmac for crews to sleep during times that Station 55 facilities cannot be used. This expense is already included as a part of the budgeted expenses for the project.
- Commissioner Schran-Brown asks how the Board is going to be more involved and at the forefront in the overhaul of the User's Manual.
- Vice-Chair McCullough states that the Administration is going to let the Board know which policies are being worked on and Commissioner Staczek and Vice-Chair McCullough have both volunteered to look through the relevant SOPs/SOGs and assist in reviewing final drafts before they go to the Board for final approval.
- Chief Krimmert states that it is not the Administration's intent to create policy for the Board or in lieu of the Board. Chief states, in its new proposed format, an Article will have a reference to policy and a reference to operational guidelines and procedures so both parties have to work in a unified manner to create a functioning Article.
- Commissioner Schran-Brown suggests holding additional meetings to talk about Articles.
- Chief Krimmert states that the last thing we want to do is surprise people. We need to engage people sooner not show up with a resolution.
- Chair Johnson states that the process as it is drafted in Article 1001 looks like it has plenty of opportunities for people to be involved from step one.
- Chief Krimmert states that in addition to discussing the Article with the Board, we have engaged the Officer Corps, and requested their thoughts and feedback, and we are working to partner with the Local as well.
- Commissioner Staczek reviewed the digital version of the Annual Community Report on the website and thinks it is "super."

Approval of May financial report

Motion by Chair Johnson:

"I make a motion that we approve the financial report of May 2021 as presented."

**FINANCIAL REPORT APPROVED, 4-0
(no audio) COMMISSIONER HOFFMANN ABSTAINS, 1-0**



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New Business

Resolution 21-410 Surplusing Furniture for Sale & Donation

Motion by Vice-Chair McCullough:

"I make a motion that we adopt Resolution 21-410."

**RESOLUTION APPROVED, 4-0
(no audio) COMMISSIONER HOFFMANN ABSTAINS, 1-0**

Holiday Addition/Article Approval

- District Secretary Pollock presents to the Board the newly formatted Article listing the District's ten recognized holidays and its other provisions. Given the approval of the new federal holiday, Juneteenth, the Administration is requesting the Board's counsel as to whether it should be included in this list and if any other changes/modifications need to be made.
- Vice-Chair McCullough and Commissioner Staczek express their support of moving forward with adding this Holiday to the list of days off per policy 2010.
- Commissioner Staczek asks whether this decision has to go through the Union as well.
- Chief Krimmert states that not all the holidays that the District honors are federal holidays, ex: the day after Thanksgiving. Chief Krimmert discusses the union's current holiday pay structure.
- Chair Johnson asks whether the Board would like to accept Juneteenth as a new District recognized Holiday.
- Vice-Chair McCullough concurs and states that the Administration can iron out the details and work with the Union to implement it.
- Commissioner Hoffmann thinks that the Union should negotiate for this holiday.

Motion by Vice-Chair McCullough:

"I make a motion that we acknowledge, honor, and will recognize Juneteenth as a District holiday and work out the administrative details moving forward."

**MOTION APPROVED, 4-0
COMMISSIONER HOFFMANN DENIED, 1-0**

State Opening and In-Person July Board Meeting Planning

- District Secretary Pollock requests that the Board discuss the requirements and technological burden of hosting Board meetings both via Zoom and in person, concurrently, moving forward to ensure all members of the public can attend them safely and comfortably.
- Chair Johnson asks what the hybrid meetings would look like. Previously, Chair Johnson states, attending via telephone hasn't worked so well.
- District Secretary Pollock and Commissioner Schran-Brown confirm that video and audio options have been used at the District for Ops and Training meetings respectively and have worked well.

- Vice-Chair McCullough states that the District should offer it as an option as long as it isn't too much of a burden on the Administration to set it up: at least for a couple of meetings and see if people take us up on it.
- Commissioner Staczek agrees that we should have hybrid meetings.
- Commissioners request that District Secretary Pollock put the Agenda on the website on both the Meetings page and the News item.

Volunteer Group Status Update

- FF Westcott thanks everyone for carving out time this evening to hear about "all things volunteer." This is the first official volunteer corps update to the Commissioners. The group plans to do it as often as they can.
- A group of FF/EMTs got together to organize the larger volunteer corps and find out what is important to them: FF/EMT Lizzy Corliss, FF/EMT Karen Jensen, FF/EMT Jason Staczek, EMT Larissa Nakatsu, EMT Don Cheyette, and FF Jim Westcott.
- The last three members listed above, Larissa, Don, and Jim are a subgroup that was formed to keep the Board up to speed and do presentations like this one.
- First all-volunteer meeting was held on April 17, 2021. It was well attended both in person and by zoom: approximately 20+ volunteers attended across the board from FF/EMTs to support.
- The group talked about training, mentorship, comradery, communication, the points tracker, recognition, etc.
- The group came up with two priorities to address first: training & officer/leader program
- The core group met with HR Administrator Ehlers and Chief Krimmert to discuss options. The group felt supported and excited about possible options moving forward.
- Next steps: schedule another all-volunteer meeting and drill down on those two priorities and come up with actionable/measurable suggestions that they can make to the District.
- The duty crew has been attending Monday night trainings with the volunteers and it has been really helpful for volunteers to train with the on-shift crews. Everyone gets to know each other better and got to experience how it would operate at a scene.
- One of the main goals is to increase communication between the volunteer corps and the rest of the Department.

Old Business

Board of Commissioners' Authorities & Responsibilities Article

- Commissioner Schran-Brown asks why we even have this [the Article] when this [the WFCB Commissioner's Handbook] is what governs us. Commissioner Schran-Brown rephrases and asks why do we need to work on a Board of Commissioners' Authorities & Responsibilities Article when what we work off of are the provisions in the Commissioner's Handbook.
- Commissioner Staczek agrees and states that its [the Article] not written by the Commissioners from what she can tell and due to misunderstanding asks if we should just start over. Commissioner Staczek states that there are things that are in the handbook that aren't in the Article. Commissioner Stackzek states that she knows the Board approved it, but doesn't remember doing that.

- Vice-Chair McCullough states we created this [Article] based on the Walkowski report and his recommendation to have this Article/policy specifically. We follow the Commissioner's Handbook as a guideline, but we don't want to recreate that in a policy. We want to be transparent about what we do/what we are responsible for/etc. so that District members have some visibility into what the rules and responsibilities of the Board are without them having to read the whole Handbook.
- Commissioner Staczek would like to sit down and go through the Article.
- Commissioner Schran-Brown agrees that the Board should sit down and go through all of this because there is a lot of it that conflicts with the Commissioner's Handbook and a lot of it that needs to be looked at. Commissioner Schran-Brown suggests we look at what other District's do and speak with our legal counsel in working on this item for item.
- Vice-Chair McCullough requests that thoughts and feedback from all of the Commissioners be completed and provided ahead of time, not presented at the meeting in which the Commissioners discuss it, so all members can be prepared.
- Commissioner Hoffman states that he does not have any issues with the current version of the Article.
- District Secretary Pollock asks if the Board wants to have policies and guidelines for the Commissioners' Responsibilities and Authorities at all.
- All commissioners state that they do want this Article outlining those policies and guidelines in our User's Manual.

Article Creation and Implementation Process Overview

- Tabled

General Comments

- Vice-Chair McCullough thanks Pamela King for attending this evening's meeting and for stepping up into the role of Fire Commissioner.
- Pamela King looks forward to being more involved in the community.
- Commissioner Staczek thanks Chief Krimmert for the Annual Community Report.
- Commissioner Schran-Brown thanks the MRC, EOC, Tyler Young, and Rick Wallace, for their work.

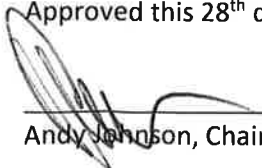
For the Good of the Order

Documents Signed

Adjourned at 19:54

The next Regular Meeting will be on Wednesday, 28 July 2021, at 18:30

Approved this 28th day of July 2021



Andy Johnson, Chair



Rebecca Nason, District Secretary