



Vashon Island Fire and Rescue  
10020 SW Bank Road PO Box 1150  
Vashon WA 98070 206.463.2405 206.463.2954 fax  
www.vifr.org administration@vifr.org

**CHIEF'S  
REPORT**

**Board of Fire Commissioners'**  
Meeting of  
**26 August 2021**

Please accept the following brief overview of the District. Its focus is to complement Chief Larsen's report as well as point out noteworthy topics since the Board's last regularly scheduled meeting.

**1. Staff/Personnel:**

- a. As the Board is well aware, there is much to discuss with regard to the Governor's Proclamation 21-14. The proclamation specifically requires the mandatory vaccination of health care workers and the declaration is directly impacting our agency...
  - i. Legal counsel for the District is advising us that the proclamation extends beyond just certified EMT's and requires others within the District, based on their roles and the location of their work, to also be vaccinated...
  - ii. The number of members of our organization impacted by the proclamation, those not already vaccinated, is limited, I believe no more than 6, or approximately 9% of our agency...
    1. As I understand it the Board will be responsible for allowing and providing for medical and/or religious exemptions and they should consider how they wish to proceed in this regard. I am aware of the possibility that three such exemptions will potentially be presented to the Board...
    2. As well, the Board is considering my request(s) on the matter. Your counsel on such is greatly anticipated and will of course direct impact how I move forward...
- b. Over the last three weeks we have investigated some three different possible COVID exposures involving first responders...
  - i. Two were work related however, via PPE, circumstances and precautionary practices implemented on scene it was deemed that exposures were unlikely. Further, since the events, there have been no signs or symptoms...
  - ii. The third involved a responder's exposure at home and will require some preventative measures to be taken but the exposure did not otherwise negatively impact other District personnel or members of the community...
- c. We also experienced a possible COVID-19 exposure with a member of the Administration however upon a better understanding of the facts, as well as negative test results, there was no exposure...
- d. Since the pandemic outbreak our first responders have only engaged with five patients who have tested positive, the fifth earlier this month. This fifth contact with a COVID patient was reviewed to ensure there were no possible exposures and nothing of concern was found...
- e. A volunteer meeting is being planned for August 29<sup>th</sup> that various matters and interests of the volunteer corps can be discussed...

## 2. Finance Reporting:

- a. Please accept the following overview/summary of the attached spreadsheet representing the last seven months of our 2021 fiscal year. The information within the yellow column of the spreadsheet represents the Fire District as of the end of July, or 58.333% of the 2021 annual budget...
  - i. As of the end of last month the balance within our operational account was \$1,741,065.76...
  - ii. Our 2021 revenues as of the end of last month were \$3,040,512.63 or 54.389% of the year's overall forecast...
  - iii. Our 2021 expenses were \$2,527,186.43 or 53.262% of the year's allowance, this represents an under-budget performance of 5.071% below our annual forecast...
- b. Only the Disaster Preparation funding remains over budget, ending the month at \$34,676.36 or 108.346% of the planned expenditures of \$32,000...
- c. The total operational budget expenditure as of last month's last day were distributed over the nine budgetary categories as follows:
  - i. *Administration-Business Support:* \$202,399.98 or 45.545% of budget...
  - ii. *Personnel Costs-Wages & Benefits:* \$2,058,247.11 or 56.132% of budget...
  - iii. *Training Costs:* \$46,452.14 or 35.770% of budget...
  - iv. *Equipment Costs:* \$41,444.59 or 36.839% of budget...
  - v. *Supply Costs:* \$13,686.91 or 47.339% of budget...
  - vi. *Uniforms & Personal Protection Equipment:* \$5,543.30 or 11.858% of budget...
  - vii. *Vehicle & Fleet Costs:* \$24,400.94 or 50.960% of budget...
  - viii. *Building & Grounds Costs:* \$100,335.10 or 42.563% of budget...
  - ix. *Disaster Preparation:* \$34,676.36 or 108.346% of budget...

## 3. 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 Housing Authority:* We continue to struggle to make progress on this matter. It appears the housing authority has no interest in entering discussions on a contract with us...
- b. Though in communications Tuesday, no progress has been made regarding the renewal of our two agreements for fire protection with the Washington State Ferries...
- c. The Robert Bennedsen Residence has been sold. Reconciliation of the funds will appear in next month's financials as moneys were transferred the first week of August...

## 4. Business Operations:

- a. On August 2<sup>nd</sup> the District entered into an agreement with Pulse Point to represent Vashon dispatches on their system...

## 5. Community Engagements:

- a. We have decided to forego the annual Fire Prevention Week Open House once again. With the end of COVID-19 we are hopeful of the event returning in 2022...


## 6. Strategic Planning:

- a. As we work to develop our Training Division it has become clear that a strategic and cyclic plans for annual train, including long term aspirations, need to be developed. Such is being worked on...

- b. As a prelude to the more encompassing new long range strategic plan for the District being started, the Administration is continuing to develop a shorter term / immediate action District Improvement Plan (DIP) with the goal of fostering and supporting a series of 'course corrections' believed to be advantageous to our agency's growth and overall improvement...
- c. So as to keep the Board informed as to the Fire District's on-going efforts to completely update and/or revise the District's "User Manual" (SOP/SOG Manual: the document containing all the rules and regulations directing and guiding the organization) please accept the attached "In The Works" Document representing the status of various Articles...

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

- a. Wednesday I attended a meeting in Skyway regarding strategic planning for the South King County Fire Training Consortium (SKCFTC). It was a successful meeting and the process is ongoing...



Conclusion of Report

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Charles H. Krimmert, Fire Chief  
**Vashon Island Fire & Rescue**  
1 206 463 2405 (Office) Extension 301  
1 206 300 0952 (Mobile)