

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

3 Minutes

4 **Date:** 5/13/14

5 **Time:** 6:30 p.m.

6 **Place:** 10020 SW Bank Rd., Vashon, EOC Room

7 **REGULAR MEETING**

8
9 **Present:** Camille Staczek, Chair
10 David Hoffmann, Vice-Chair (late arrival)
11 Candy McCullough, Commissioner
12 Rex Stratton, Commissioner
13 Ron Turner, Commissioner
14 Hank Lipe, Fire Chief
15 George Brown, Assistant Chief
16 Susan Wolf, Minute Taker

17 **Amendments to Agenda**

18 Commissioner Turner adds a quick discussion of required records training for Commissioners.

19 **Approval of 4/29/14 Minutes**

20 Motion by Commissioner McCullough:

21 **“I move we approve the minutes of 4/29/14.”**

22 **APPROVED, 4-0**

23 **Voucher Approval**

24 Motion by Commissioner Turner:

25 **“I move we approve the referenced vouchers and transfers as detailed in**
26 **Administrative Memorandum 05.13.14-1.”**

27 David Hoffmann, Vice-Chair enters the meeting.

28 **MOTION PASSES, 5-0**

29 **Chiefs' Reports**

30 *Chief Lipe:*

- 31 • The Chief met Wednesday with VashonBePrepared, one of our volunteers and her husband
32 who gave a presentation about the danger of landslides on our island. Approximately 40-50
33 people were in attendance.
34 • He will be meeting with Kate Weston wrapping up her mentoring work with A/C Brown.
35 Ms. Weston met with rank and file today to obtain 360° feedback so that A/C Brown has a

- 36 roadmap of things to improve, things that have improved and so on. A/C Brown felt it was
37 one of the best opportunities he has had in his life.
- 38 • Chief Lipe has scheduled Jim Fogarty for a presentation at the next Board meeting (5/27/14)
39 regarding our EMS services.

40 ACTION ITEM: Susan to add to Jim Fogarty to the next meeting agenda.

41 *A/C Brown:*

- 42 • We received our new fire hose; the 1 ¾ hose is loaded on the apparatus. The large diameter
43 hose has just come and will be loaded.

44

45 Old Business

46 SOP 9002 Digital Imagery – Tabled

47 Strategic Planning Initiative

- 48 • Discussion centered around James Cottrell's (Praxis) timeline to see if Board
49 approves. Mr. Cottrell proposed working with the VIFR leadership team starting in
50 mid-September to put together a "Design Team." By mid-November, the team would
51 be finishing the preparation phase with building a strategy in January and concluding
52 late April 2015. Clear goals and actions would be targeted for completion by June.
- 53 • Commissioner McCullough was the only one of the Board and Administration here
54 when the last strategic plan was developed.
- 55 • The Design Team concept is like a blue ribbon committee, comprised of high caliber
56 stakeholders in whom we have confidence. Participants should have vested interest
57 in the community, be well-spoken and should be well-respected in the community.
58 Input is vital from the community.
- 59 • There is a need to look at lots of data to make any goals meaningful.

60 Medic One Re-Evaluation

- 61 • It may take months to orchestrate any changes that come out of the EMS re-
62 evaluation by Jim Fogarty.
- 63 • Before Jim Fogarty comes out, if he has an outline about the ALS issue, the Board
64 would like examine it. If Chief Lipe receives one, he will send it out. The Board
65 would like a chance to get informed about the plan so they can ask intelligent
66 questions.
- 67 • A Special Meeting could be held to discuss the impact.
- 68 • EMS week is the week of May 19th.

69 New Business

70 ALS Transfer for Equipment Allocation

71 Motion by Commissioner Turner:

72 **"I move we approve the transfer of \$96,406 from our Expense Fund to the ALS**
73 **Reserve Fund, per the King County ALS Capital Equipment Allocation for 2013."**

74

MOTION PASSES, 5-0

- 75 • That money was budgeted for a new Defib unit and replacing the two medic rigs in
76 2013. Thirty thousand dollars for the Defib unit was spent and this money was to
77 reimburse that and pay for the new trucks. If we keep our ALS contract, we will get
78 2015 vehicles.
79 • Chief Lipe is confident, whatever the EMS re-evaluation outcome, the money will be
80 spent in a collaborative fashion and he remains enthusiastic to improve/meet our
81 service needs.

82 **General Comments**

- 83 • Commissioner Turner reviewed the newly required (by the state) Commissioner training and
84 noted it could be done at a Board meeting. He suggested that since we have a Training
85 Division and a Training Officer, that the officer present it at a meeting in August.
86 • Commissioner Stratton asked that it be delayed to November because by then the
87 Washington Fire Commissioners Association (WFCA) will have training materials prepared.
88 There are five ways to get the training and should be documented.

89 Motion by Commissioner Stratton:

90 **"I move we train in November."**

91

MOTION PASSES, 5-0

92 **For the Good of the Order**

93 None.

94 **Documents Signed**

- 95 • During EMS Week, the CPR survival rates will be announced. It was suggested that VIFR
96 advertise our CPR classes via Voice of Vashon (VoV) radio station.

97 ACTION ITEM: An advertisement placed on the VoV for VIFR CPR classes.

98 The Chair adjourned the meeting 7:02 p.m.

99 *The next Regular Meeting will be on 5/27/14 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

100 Approved this 27 day of May, 2014.

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Camille Staczek, Chair



Susan Wolf, Minute Taker