

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

Minutes

**Date:** 05/26/15

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

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

**REGULAR MEETING**

- 1 **Present:** Candy McCullough, Chair  
2 David Hoffmann, Vice-Chair  
3 Rex Stratton, Commissioner  
4 Camille Staczek, Commissioner  
5 Ron Turner, Commissioner  
6 Hank Lipe, Fire Chief  
7 George Brown, Assistant Chief  
8 Susan Wolf, Minute Taker  
9 **Guest:** Barbara Huff and Peter Lake, from Island CPAs

10 **Amendments to Agenda**

11 None.

12 **Approval of 5/12/15 Minutes**

13 Motion by Commissioner Stratton:

14 "I move we approve the minutes of 5/12/15."

**MOTION PASSES, 5-0**

16 **Approval of 5/17/15 Minutes**

17 Motion by Commissioner Hoffmann:

18 "I move we approve the 5/17/15 minutes."

**MOTION PASSES, 3-0;  
two abstentions.**

21 **Voucher Approval**

22 Motion by Commissioner Turner:

23 "I move we approve the referenced vouchers and transfers as detailed in  
24 Administrative Memorandum 05.26.15-1."

**MOTION PASSES, 5-0**

26

27 **April Financial Report**

- 28 • Chief Lipe advised the Board that the property taxes are streaming in and we have  
29 received about 50% so far of anticipated revenues. Expenditures are running true at 33%  
30 so we are on track for the first four months of the year.

31 Motion by Commissioner Hoffmann:

32 **“I move we accept the April Financial Report.”**

33 **MOTION APPROVED, 5-0**

34 **2014 Annual Report to the State**

- 35 • Barbara Huff explained that this report, which is in the Commissioner’s packet, goes to  
36 the State Auditor and is the basis on which the District is audited. The report has to be  
37 turned in by May 30, so it needs to be approved by the Board beforehand.  
38 • In the notes, it is mentioned that the District operates on a cash balance system and does  
39 not follow the accrual method.  
40 • There are no surprises or problems with the annual report.  
41 • The only question in the last audit was the 9/11 memorial account and how that was  
42 handled. That project will be finished this year.

43 Motion by Commissioner Stratton:

44 **“I move we accept the 2014 Annual Report for the Auditor.”**

45 **MOTION APPROVED, 5-0**

46 **Chiefs’ Reports**

47 *Chief Lipe*

48 VIFR and Local IAFF Local #4189 Labor Contract:

- 49 • He is happy to report that the union and management have come to a temporary labor  
50 agreement as of Friday afternoon. Management is finishing the details through the  
51 attorney and that contract will be made available for commissioner review.  
52 • The attorney will be at the next meeting (June 9) to assist the Board in reviewing the  
53 contract. Chief Lipe will be out of town; however A/C Brown will be in attendance.

54 Medic One Transition:

- 55 • A representative from King County met with the Chief regarding the medic transition.  
56 Chief Lipe received confirmation that the labor union and county management has a  
57 temporary agreement. The agreement is out for an endorsement vote; this week is the  
58 final week to vote on it, which is good news. Chief Lipe understands that once contract  
59 has been approved by both parties, they will have a meeting to talk about the transition.

60 PSERN Interlocal Agreement:

- 61 • The head of the Puget Sound Emergency Radio Network (PSERN) project has requested  
62 the Board Chair to contact him. She has left him several messages but he has not  
63 returned her calls.

64

65 *A/C Brown*

66 Other News:

- 67 • The initial Incident Command System (ICS) training has been completed to meet the  
68 Labor and Industries finding. Chief Brown will be sending the proof of the training to  
69 L&I.  
70 • At the WAFF Muster, several of our Explorers medaled and we are very proud of them  
71 and their advisors.

72 **New Business**

73 None

74 **Old Business**

75 Medic One Proposal Update

76 See Chief Lipe's remarks above.

77 Strategic Plan Update

- 78 • At the SPOT meeting Chief Lipe and A/C Brown gave a presentation regarding the  
79 District's equipment and facilities along with a SWOT (strengths, weaknesses,  
80 opportunities and threats) analysis. June 4 is a meeting for follow up and wrap up.

81 **General Comments**

82 None.

83 **For the Good of the Order**

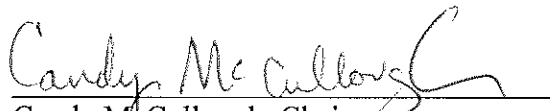
- 84 • Chief Lipe's daughter has qualified for national (rowing) competition and is headed  
85 to Sarasota, FL so he requested time off to attend. (consensus) A Green Lake crew is  
86 driving a truck with the rowing boats the entire 3,100 miles.

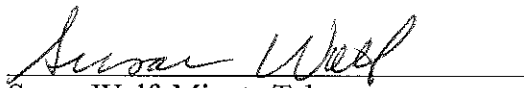
87 **Documents Signed**

88 *The next Regular Meeting will be on 6/9/15 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

89 The Chair adjourned the meeting at 6:43 p.m.

Approved this 9 day of June, 2015.

  
Candy McCullough, Chair

  
Susan Wolf, Minute Taker