

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

Minutes

Date: 06/23/15

Time: 6:30 p.m.

Place: 10020 SW Bank Rd., Vashon, EOC

SPECIAL 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 Guests: Jim Keonitzer, Lt. Charlie Krimmert

10 **Amendments to Agenda**

11 Chief Lipe adds, "Interim Fire Chief Appointment" and "Executive Fire Officer Symposium
12 Request" to New Business.

13 **Approval of 6/9/15 Minutes**

14 Motion by Commissioner Hoffmann:

15 "I move we approve the minutes of 6/9/15 as corrected."

16 **MINUTES APPROVED AS AMENDED, 5-0**

17 • Dr. Rea's name spelling needs to be checked on Line 42.

18 **Approval of 6/15/15 Minutes**

19 Motion by Commissioner Stratton:

20 "I move we approve the minutes of 6/15/15."

21 **MOTION PASSES, 5-0**

22 **Voucher Approval**

23 Motion by Commissioner Turner:
24

25 **“I move we approve the corrected reimbursement request as detailed in Administrative**
26 **Memorandum 06.23.15-2.”**

27 **MOTION PASSES, 5-0**

- 28 • A couple of checks were paid out of the Imprest Fund and inadvertently added to another
29 signature page when they needed to be separated for proper financial accounting.

30 Motion by Commissioner Turner:

31 **“I would move that we approve the referenced vouchers and transfers as detailed in**
32 **Administrative Memorandum 06.23.15-1.”**

33 **MOTION PASSES, 5-0**

34 **May Financial Report**

- 35 • Chief Lipe reported that the District has received \$200,000 which totals 53% of our revenue
36 for the year. Expenses are at 42% with 58% left in budget through May.

37 Motion by Commissioner Turner:

38 **“I move we accept the May Financial Report.”**

39 **MOTION PASSES, 5-0**

40 **Chiefs’ Reports**

41 *A/C Brown:*

- 42 • He attended a Chamber of Commerce meeting and the Grand Opening of Isola Restaurant,
43 located in the space where Express Cuisine used to be.
- 44 • He also attended a Strategic Planning Oversight Team (SPOT) meeting last week, as did
45 Commissioners Stratton and McCullough. They are making good progress.
- 46 • The District is making a transition from Ganser software to Bias Accounting, who now owns
47 Ganser. The office staff is happy in that it is very user friendly and the company offers good
48 support. The staff is undergoing training. They will be running payroll and Accounts
49 Payable in parallel. It is expected by August, Ganser will go away. Bias will be importing
50 the data from the old system to the new.
- 51 • The District’s incident database, once called SunPro and now referred to as FireRMS, is
52 cumbersome and retrieving information and reports has been difficult. In addition, it’s not
53 user friendly. Medic One has switched to ESO and King County EMS is picking up the cost
54 for those districts who make the switch, for the EMS portion. The District would only have
55 to pay for the fire side. The District had looked at it 4-5 years ago, but then cost too much to
56 make the switch and handle the connection with ValleyCom (our dispatching agency). Now
57 King County EMS is handling the connection part with Valley Com.
- 58 • With the Bias, we can either go cloud-based, which reduces issues with payroll or have the
59 software loaded on our network server. Recently he had a meeting with an IT consultant
60 who looked at our set up with Clif. He made a proposal for modifications and some changes
61 including the way the operating system runs to help resolve issues. A/C Brown feels positive
62 about making those changes.

63 **New Business**

64 Interim Fire Chief Appointment

- 65 • Chief Lipe advised he will be out on medical leave for 4-6 weeks recovery time and
66 would like to appoint A/C Brown as the acting or interim Fire Chief to continue the
67 chain of command while he's recovering.

68 Motion by Commissioner Stratton:

69 **"I move that we accept the Chief's recommendation and appoint A/C Brown as interim**
70 **chief."**

71 **MOTION PASSES, 5-0**

72 Executive Fire Officer Symposium

- 73 • Chief Lipe usually attends two conferences a year. He is requesting only the
74 Executive Fire Officer Symposium this year as the Medic services transition is
75 probably happening after the third quarter resulting in less lost revenue.

76 Motion by Commissioner Stratton:

77 **"I move we approve the chief's request."**

78 **MOTION PASSES, 5-0**

- 79 • His doctor says he should be able to travel in two months.

80 *A/C Brown*

81 **Announcement:** The Vashon-Maury Radio Club invites VIFR commissioners to their exercise on
82 June 27th from 11 a.m. to 5 p.m. at Sunrise Ridge.

83 **Old Business**

84 Medic One Proposal Update

- 85 • Chief Lipe received an update from Dr. Fogarty via email this afternoon, indicating
86 that their Labor Relations person cannot get a signed copy of a contract between the
87 labor groups. He's asked Chief Herbert to come up with Operations plans with his
88 labor group (not ours). While the Medical Program Directors (MPDs) are talking, the
89 hurdle is labor. The issues are mandatory subjects of bargaining so the South King
90 medics and our local have a draft of the agreement, but it's not signed. The Office of
91 Labor Relations is the Human Resource division for the county and they have to
92 agree to the contract. Apparently, in the past, King County got burned with picking
93 up a group of reserve officers due to pension obligations.
- 94 • Possibly someone from VIFR would like to come as visitor (one of the chiefs) to a
95 meeting.

96 **ACTION ITEM:** Chief Lipe is to forward Jim Fogarty's email to Board.

- 97 • By the way, John Herbert is now a Fire Commissioner for Maple Valley.

98 Strategic Plan Update

- 99 • Last meeting there was a presentation from our Public Information Strategy Team.
100 They presented a summarized version of all the prior presentations and a format for

101 developing a plan. One piece is missing and that is feedback from specific
102 individuals and focus groups to learn what they care about and what they feel they
103 want from their fire district. That will take place this summer.
104 • In the fall, the ^{WVSP}SPOT will bring the community input back. Then a writer will draft
105 choices for plans. Teams will come up with focus groups and then go to the
106 community. There is great value in getting unbiased feedback from the community.
107 It will be fall of 2016, before a plan is in place.

108 **General Comments**

109 None.

110 **For the Good of the Order**

- 111 • The Board members wished Chief Lipe good luck for his surgery.
112 • His daughter, Shannon, will be attending the University of Wisconsin, studying engineering
113 and participating on the light weight rowing team, one of the best in the country.
114 • Congratulations were offered to Lt. Krimmert and his sons. His son, Winter was recruited by
115 Limestone College where he will play Division 3, NCAA Men's Lacrosse.

116 **Documents Signed**

117 At 6:56 p.m. the Chair closed the Open meeting and opened at 6:57 p.m. in EXECUTIVE SESSION
118 pursuant to:

119 RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to
120 review the performance of a public employee.


121 At 7:12 p.m., the Chair extended the meeting for an hour and 45 minutes.

122 At 8:53 p.m., the Chair opened the meeting in public session. She then adjourned the meeting. No
123 decision was made.

The Regular meeting on 6/30/15 is CANCELLED.

The next Regular Meeting will be on 7/14/15 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room

Approved this 14 day of July, 2015.


Candy McCullough, Chair


Susan Wolf, Minute Taker