

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

Minutes

Date: 7/14/15

Time: 6:30 p.m.

Place: 10020 SW Bank Rd., Vashon, EOC

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 George Brown, Assistant Chief
7 Susan Wolf, Minute Taker

8 **Guests:** Lt. Charlie Krimmert

9 **Absent:** Hank Lipe, Fire Chief

10 **Amendments to Agenda**

11 Commissioner Turner adds "Chief Evaluations" under New Business. He adds, Chief's Conference"
12 to Old Business to reconsider sending the chief for his conference. Commissioner Turner also adds
13 "Security System" under New Business.

14 **Approval of 6/23/15 Minutes**

15 • On Line 104, where it reads, "SPOT," should be changed to P.I.S.T. That is the Public
16 Information Strategic Team.

17 Motion by Commissioner Hoffmann:

18 "I move we approve the minutes of 6/23/15 as amended."

19 **MOTION PASSES as amended, 5-0**

20 **Voucher Approval**

21 Motion by Commissioner Turner:

22 "I would move that we approve the referenced vouchers and transfers as detailed in
23 Administrative Memorandum of this date, dash one."

24

25

MOTION PASSES, 5-0

26 **Chiefs' Reports**

27 *Interim Fire Chief George Brown:*

28

- 29 • The duty crews and volunteers have been participating in Camp Good Times. There are two
30 different one or two-week camps for children with various medical issues. It's exciting to
31 see the kids have fun.
- 32 • At the American Cancer Society's *Relay for Life*, Brigitte Schran-Brown and Susan Wolf and
33 their families participated. We did not have much District participation.
- 34 • Some of our people were called out on a state MOBE for 2.5 days. All went well; no injuries
35 and state pays for the use of our vehicle and for the volunteers.
- 36 • Jojo Weller did her first Accounts Payable (A/P) process in Bias system (in both it and the
37 Ganser program). When she completely understands Bias in the A/P, then she'll move onto
38 payroll.
- 39 • At the request of Father Tryphon, a new resident has applied as an Assistant Chaplain,
40 Katjarina (pronounced "Cawtch-ya") Hurt. She is Brigitte's daughter who was a chaplain in
41 Missouri. B/C Coll is designing a class and we are bringing Katjarina and Father Tryphon in
42 to train the District members on the intent of the program, their backgrounds, training and
43 when to call the chaplain. Susan Wolf has drafted a job description and is working on a
44 guideline for the program.
- 45 • There have been some IT changes, improving the function of the District's server and
46 interfacing to make it less vulnerable and more user friendly.
- 47 • The July 4 weekend was spectacular and very busy. Volunteer Lieutenants Charlie
48 Krimmert, Rick Brown and Paul Schuster pulled duty all weekend while Lt. Billy Schwitters
49 served half the weekend. They would take the staff cars home at night for that specific
50 period in order to be able to respond to fires immediately. There were 10-11 calls Friday, 4
51 on Saturday, 11 on Sunday, and 14 on Monday. There was one structure fire but only two
52 fireworks related calls. Gabriel's (fireworks stand owner) sales were way down. There were
53 a couple of citizen complaints, that we didn't give them more notice. There were two weeks
54 of Beachcomber articles, Chief Brown went on live radio and the Voice of Vashon. So in
55 view of the few fireworks incidents, the weekend could be considered a major success. The
56 last couple of years, Chief Brown has scheduled 6-7 career personnel over the Fourth on
57 debits, but if our numbers are low due to employees off on injuries, it is hard to get more
58 people scheduled, even with offering overtime.
- 59 • The District donated a child's birthday party for charity and our guys did a great job setting
60 up hoses and things for the family at the station.
- 61 • Chief Brown brought over the Zone 3 Gator for Strawberry Festival. The Gator was paid
62 with federal funds and is useful for bringing patients through town center to the aid car
63 during the festival. He is finalizing the Incident Action Plan. He commended the volunteer
64 officers for scheduling themselves on those dates.
- 65 • A question was asked about the Beachcomber article regarding the Labor & Industries (L&I)
66 fine. The District has paid the fine and responded to the request for a review of our Incident
67 Command System (ICS) policies by having the Zone 3 Training Consortium instructors put
68 on a full day of training. Both of these things satisfied L&I. In addition, because we
69 changing to the Zone 3 Training Consortium, their requirement is that our career staff has to
70 be qualified on the Blue Card (ICS). It is a lot of work including 50 hours of online training

71 and three days of simulations. Career FF/EMTs, Volunteer officers are receiving the full
72 Blue Card class. Medics and volunteers will be receiving a shorter version which matches
73 the same level as KCM1 receives.

- 74 ○ The comment was made that the radio traffic is significantly different and more
75 controlled after this training. The fire command structure during the fire at
76 La Boucherie was a step up and provided a lot of discussion. At another fire a week
77 later, Chief Brown noted further improvement and very good communication. At yet
78 another fire, the crews performed better so the training is working.
- 79 ● The question was asked who is the District Public Information Officer (PIO)? The Chief
80 operates as the PIO. Commissioner Stratton wrote a “primer” on the whole Medic One issue
81 and Natalie will run it in the beachcomber. Commissioner Stratton noted that while labor
82 and management (at the county) are in negotiations, it can’t be discussed. Once the
83 arrangements have been finalized we can give the public information. Chief Brown will add
84 information on the BLS side to Commissioner Stratton’s primer on ALS and provide it to
85 internally before issuing it to the public. In the past there was a column in the newspaper
86 called “Chief’s Corner” and information seems to help reduce misconceptions amongst the
87 public.
- 88 ● A question was asked about the Mapping Project. Chief Brown advised this requires major
89 work and we have no full-time IT person. So one of our Firefighters is actually working with
90 VashonBePrepared and our part-time IT guy to work on this project.

91 **New Business**

92 SOG 3406 Zone 1 Call-Back Procedure

93 Three guidelines have been vetted through the career and volunteer officers and finalized.
94 Chief Brown asked for questions from the Board.

95 SOG 5012 Hydrants

- 96 ● Paragraph 6.1.6 mentioned records filed by year. There are statutory requirements for
97 the retention of hydrant flow test records.
- 98 ● Chief Brown explained that water purveyors own the system, but fire districts usually
99 conduct the flow tests. The two groups aren’t used to working together. Right now
100 he’s waiting for lists of numbered hydrants from water purveyors who only have
101 maps. Then our people can exercise them and will learn where they are located.
- 102 ● Chief Brown wants the purveyors to warn people they will initially get some brown
103 water but it will go away and get better. None of them exercises their hydrants.
- 104 ● In paragraph 6.2.2, regarding notifying the water purveyor, it was noted that some of
105 the smaller water associations do not have an office or an employee to even take a
106 call at all times. Chief Brown is working with them and has all the contacts. The
107 guideline is to make contact with the purveyors when our personnel are testing
108 hydrants.
- 109 ● Paragraph 6.3.3 mentioned it will take multiple years to clear residues. Chief Brown
110 explained that the large main pipe build up residue over time but the small size of
111 lines to households do not provide a sufficient flow to disturb or move the residue
112 through. When the hydrants are opened for flow tests by fire personnel, that will
113 produce sufficient flow and the water will turn brown for a time until it clears. The

- 114 rules for water purveyors require them to do flow tests on a regular basis, but they
115 don't have time or the money to hire people to do it.
- 116 • Chief Brown and Chair McCullough explained to other Board members the definition
117 of "slop" in paragraph 6.3.5.

118 SOG 4508 Transporting Patients

- 119 • A comment was made that different sections could refer back to the purpose in
120 paragraph 3.0.
- 121 • Chief Brown explained that the paragraph 6.0 is procedures. The purpose of this
122 SOG is that Captains vary in deciding when they transfer patients. This guideline
123 will standardize transfers. The most conservative medical opinion prevails. This
124 guideline will eventually be determined on what the public wants.
- 125 • More use of private ambulances because of shortage of staff will cost the individuals
126 more, but Chief Brown wants to work through the strategic planning for public
127 feedback before announcing long range plans to the public.
- 128 • If the public knows we will be transferring more often and they'll get charged, there
129 is a concern that they won't call, which was discussed. Family members may decide
130 to take dad with his sprained wrist over themselves.
- 131 • When writing articles or press releases to the newspapers, we should include *The*
132 *Loop*.
- 133 • Paragraph 6.2.1 is a kind of catch all and then the common reasons for transferring
134 patients are listed. If we don't have the personnel available, Captains are to call a
135 Zone 1 Call-Back and then call for a transfer at the dock. Chief Brown is talking with
136 the ambulance companies.
- 137 • Paragraph 6.4 may be changed depending on what we work out with the ambulance
138 companies.
- 139 • The comment was made that this Board passed policies to charge for BLS transports
140 as we are subsidizing the public when most other districts charge. However, if we did
141 that, for billing the patients and insurance companies and dealing with records
142 retention, it would require hiring a person to handle all the billing and we wouldn't
143 collect enough to make it worthwhile.

144 Chief Evaluations

- 145 • Discussion was had about whether or not we are required to hire a facilitator for the
146 evaluations, per the chiefs' contracts. There was reluctance on the part of some
147 commissioners for the expense involved. One comment was that contracts can be re-
148 written at any time with mutual consent. In order to minimize the facilitator's
149 expense, the scope of the evaluation could be scaled down. We have used Prothman
150 in the past because they have the comparables (compensation). There was a question
151 about the dates of contracts versus the starting dates.

152 ACTION ITEM: Susan to add chief evaluations to next meeting agenda.

153 **TABLED**

154

155 Security Cameras

156 Motion by Commissioner Turner:

157 **“I move and suggest we purchase and install a security system.”**

- 158 • If and when Chief Lipe retires, if the Assistant Chief position is cut, George would be
- 159 here alone and the only one not in the union. Cameras could be installed in the
- 160 apparatus bay, on the sides, front and back, inside and out. The purpose would be
- 161 both for security and as a management tool. He won't be here to monitor everything
- 162 but this would keep a record that could be reviewed later on a computer.
- 163 • The devices are called home security systems and Costco has them; they are not
- 164 expensive.
- 165 • It would not be a bad idea for the back lot either because there have been evidence of
- 166 homeless persons or vagrants climbing the fence and camping out on the training
- 167 tower.
- 168 • We've had such a system in the past when we had Dispatch on site.
- 169 • Although our IT would have to chime in on this, Chief Brown is not opposed, but
- 170 would like to review the costs and options.

171 A friendly amendment by Commission Stratton:

172 **“I move that we authorize George to investigate costs and types and**

173 **recommend a security system.”**

- 174 • Chief Brown would like to know the cost before purchasing. We have a couple of
- 175 people out on injuries and it may be for an extended period of time. That could be
- 176 costly so before making a recommendation he would like to see how long it appears
- 177 they will be out. He asked for one month.
- 178 • Technology has improved, there's one company on the island, there's ADT, and
- 179 others.

180 **MOTION PASSES, 5-0**

181 ACTION ITEM: Chief Brown to check on security systems by August 11.

182 **Old Business**

183 Medic One Proposal Update

- 184 • Chief Brown talked with Chief Hebert, and they are still in negotiations. There is an
- 185 Interlocal Agreement between two unions, but it is not signed. Their side is working
- 186 on it and he will check to see if our local has signed it.

187 Strategic Plan Update

- 188 • Nothing has changed but he'll have some dialog for the Board soon. The facilitators
- 189 are coordinating with the PIST and Chief Brown.

190 Chief's Conference Reconsideration

- 191 • Discussion centered on a previous state auditor recommendation that we balance the
- 192 benefit to the District with expenses for training. Chief Lipe's contract includes
- 193 paying for attendance of Washington State Fire Chief conference and the
- 194 International Association of Fire Chiefs as budgeted funds allow. So a commissioner

195 questioned where was the added value to the District for a chief to attend a
196 conference and then retire? It was noted that the benefits of conferences include
197 information and networking.
198 • It was recommended the Board not ask Chief Lipe if he was retiring, rather to ask –
199 considering the strategic plan – what his five year plan was instead. There was a
200 concern that the Board be fiscally responsible. Chief Brown was asked to check with
201 Chief Lipe.

202 Motion by Commissioner Stratton:

203 “I make a motion that we table this.”

204 MOTION PASSES, 5-0; TABLED

205 **General Comments**

206 None.

207 **For the Good of the Order**

208 • Several people are out perhaps for long term: one Captain and one medic. Because of the
209 uniqueness of Captain’s duties, Chief Brown is going to have to analyze the costs of moving
210 someone into that position. He is waiting for medical information at this point.

211 **Documents Signed**

212 EXECUTIVE SESSION

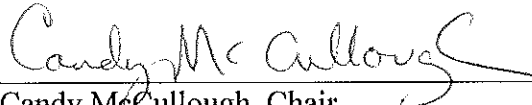
213 At 7:50 the Chair closed the public meeting and opened in Executive Session at 7:52 p.m.

214 The Executive Session was held pursuant to RCW 42.30.110(1)(g) **To evaluate the qualifications**
215 **of an applicant for public employment or to review the performance of a public employee.**

216 At 8:07 p.m., the Chair announced an extension; no members of the public were waiting for the
217 public session to resume. At 9:17 p.m., the Executive session closed and the meeting was
218 adjourned. No decision was made.

219 *The next Regular Meeting will be on 7/28/15 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

Approved this 28 day of July, 2015.


Candy McCullough, Chair


Susan Wolf, Minute Taker