

**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

Date: 12/14/15

Time: 7:15 p.m.

Place: 26642 Miller Bay Rd. NE, Kingston, WA

Meeting called to order by Vice Chair Espinosa at 7:15 p.m.

Present: Commissioner Espinosa, Commissioner Neupert, Commissioner Gregory, Commissioner Pearson, Chief Dan Smith, A/C Rick LaGrandeur, Community Services Specialist Michele Laboda, B/C Steve Murray, FF/PM Mathew Thompson, Tom Curley and Commissioner Stewart by video conferencing.

<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
The <u>Acceptance of the Agenda</u> —was conducted. Vice Chair Espinosa asked the BOC to look at the agenda to see if there are any additions or deletions on the agenda that needs to be made. The Agenda was approved as presented. Approved	*MSC	
The approval of <u>Minutes of the November 23, 2015 Regular Meeting</u> —was conducted. The Minutes were approved as presented. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 469888 in the amount of \$15,262.1458; BVA No. 470232 in the amount of \$61,830.08; Monthly Financial Report</u> —was conducted. Approved	*MSC	
<u>Resolution No. 2015-22 Promotion of Richard LaGrandeur to Assistant Chief</u> —was conducted. Approved	*MSC	
<u>Contract for Richard LaGrandeur</u> — was conducted. The contract for Richard LaGrandeur was signed by both Vice Chair Espinosa and Richard LaGrandeur.		

12/14/15—Regular Meeting

*Motion Moved / Seconded / Carried (See attached Motion Sheet)

**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

Date: 12/14/15

Time: 7:15 p.m.

Place: 26642 Miller Bay Rd. NE, Kingston, WA

<p><u>Resolution No. 2015-23 Promotion of Steven Murray to Probationary Battalion Chief 127%</u>—was conducted. Approved</p>	<p>*MSC</p>	
<p><u>Resolution No. 2015-24 Promotion of Alexander Hickey to Probationary Lt. 112%</u>—was conducted. Approved</p>	<p>*MSC</p>	
<p><u>Payroll for December, 2015 in the amount of \$397,110.69</u>—was conducted. Vice Chair Espinosa circulated the document to the BOC to review. Approved</p>	<p>*MSC</p>	
<p><u>Correspondence: (FYI)—the documents were circulated among the BOC</u></p> <ul style="list-style-type: none"> • There was none. 		
<p><u>Chief's Report</u>—</p> <ul style="list-style-type: none"> • <u>State Audit</u>—Chief Smith stated that both A/A Moran and he have been working with the State Auditor. Chief Smith stated that the Exit Session will be held on Friday, December 8, 2015 in the afternoon. • <u>Apple Tree Point Lane</u>—Chief Smith stated that the fire department will be unable to service the Apple Tree Point Lane due to damage on their private road. Chief Smith stated that a letter was delivered to everyone in the neighborhood to notify them that our vehicles will not be able to access their neighborhood until further notice. The letters were delivered by B/C Moran, A/C LaGrandeur and myself. Chief Smith stated that there are about 32 dwelling in that area. A/C LaGrandeur stated that some individuals have moved out until the road gets fixed. Chief Smith stated that the individuals are pretty much 		

12/14/15—Regular Meeting

*Motion Moved / Seconded / Carried (See attached Motion Sheet)

**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

Date: 12/14/15

Time: 7:15 p.m.

Place: 26642 Miller Bay Rd. NE, Kingston, WA

<p>watching out for each other. The individuals thanked them for coming to notify them regarding the situation pertaining to the damage of the road. Discussion ensued.</p>		
<p>Unfinished Business:</p> <ul style="list-style-type: none"> • There was no Unfinished Business to discuss. 		
<p>New Business:</p> <ul style="list-style-type: none"> • 2016 Budget Request—Chief Smith stated that he had e-mailed the 2016 Budget Request for the Board to review. Chief Smith briefly reviewed the 2016 Budget and went over the few budget changes in next year’s budget. Questions were asked by the Board. Commissioner Pearson made a motion to approve the 2016 Budget Request. Approved 	<p>*MSC</p>	
<ul style="list-style-type: none"> • Document from Washington State Auditor’s Office—Staff Assistant Ariwoola stated that the State Auditor asked if one of the commissioner could sign the document on behalf of Chair Stewart. Vice Chair Espinosa signed the document. 		
<p>Public Comments: Vice Chair Espinosa called for Public Comments. There was none.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 8:07 p.m. Approved</p>	<p>*MSC</p>	

NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS

Date: 12/14/15

Time: 7:15 p.m.

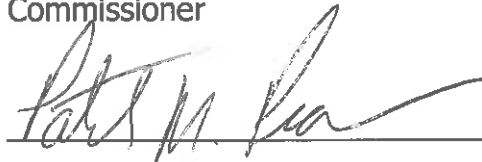
Place: 26642 Miller Bay Rd. NE, Kingston, WA



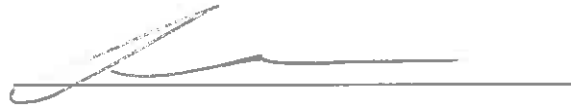
Commissioner



Commissioner




Commissioner



Commissioner



Commissioner



Attest

**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

Date: 12/14/15

Time: 7:15 p.m.

Place: 26642 Miller Bay Rd. NE, Kingston, WA

MOTION SHEET- 1 of 3

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: December 14, 2015 **Time:** 7:15 p.m.

ACTION ITEMS

Topic	Motion	
The Acceptance of the Agenda	Motion by Commissioner: Pearson	Motion to approve the Agenda as presented
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Approval of Minutes of the November 23, 2015 Regular Meeting	Motion by Commissioner: Pearson	Motion to approve the Minutes of 11/23/15 Regular Meeting as presented
	2 ND by Commissioner: Neupert	
	Carried/Vote	
BVA No. 469888 - \$15,262.58 BVA No. 470232 - \$61,830.08	Motion by Commissioner: Neupert	Moved to approve: BVA No. 469888 in the amount of \$15,262.58 BVA No. 470232 in the amount of \$61,830.08
	2 ND by Commissioner: Pearson	
	Carried/Vote	
Resolution No. 2015-22 Promotion of Richard LaGrandeur to Assistant Chief	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2015-22 Promotion of Richard LaGrandeur to Assistant Chief
	2 ND by Commissioner: Gregory	
	Carried/Vote	

* O = Opposed; A = Abstention

12/14/15—Regular Meeting

*Motion Moved / Seconded / Carried (See attached Motion Sheet)

**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

Date: 12/14/15

Time: 7:15 p.m.

Place: 26642 Miller Bay Rd. NE, Kingston, WA

MOTION SHEET- 2 of 3

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: December 14, 2015 **Time:** 7:15 p.m.

ACTION ITEMS

Topic	Motion	
Resolution No. 2015-23 Promotion of Steven Murray to Probationary Battalion Chief 127%	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2015-23 Promotion of Steven Murray to Probationary Batalion Chief 127%
	2 ND by Commissioner: Gregory	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2015-24 Promotion of Alexander Hickey to Probationary Lt. 112%	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2015-24 Promotion of Alexander Hickey to Probationary Lt. 112%
	2 ND by Commissioner: Gregory	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll for December, 2015 in the amount of \$397,110.69	Motion by Commissioner: Pearson	Motion to approve the payroll for December, 2015 in the amount of \$397,110.69
	2 ND by Commissioner: Gregory	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
2016 Budget Request	Motion by Commissioner: Pearson	Motion to approve the 2016 Budget Request
	2 ND by Commissioner: Neupert	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

12/14/15—Regular Meeting

*Motion Moved / Seconded / Carried (See attached Motion Sheet)

**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

Date: 12/14/15

Time: 7:15 p.m.

Place: 26642 Miller Bay Rd. NE, Kingston, WA

MOTION SHEET- 3 of 3

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: December 14, 2015 **Time:** 7:15 p.m.

ACTION ITEMS

Topic	Motion	
Adjourn Meeting	Motion by Commissioner: Neupert	Motion to adjourn the Meeting at 8:07 p.m.
	2 ND by Commissioner: Pearson	
	Carried/Vote	
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	

* O = Opposed; A = Abstention

12/14/15—Regular Meeting

*Motion Moved / Seconded / Carried (See attached Motion Sheet)