

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

Date: 02/22/16

Time: 7:15 p.m.

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

Meeting called to order by Chair Gregory at 7:15 p.m.		
Present: Commissioner Neupert, Commissioner Pearson, Commissioner Espinosa, Commissioner Gregory, Chief Smith, Assistant Chief LaGrandeur, Community Services Specialist Laboda, Firefighter/Paramedic Matthew Thompson, Lieutenant Mike Mock and Tom Curley		
<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
The <u>Acceptance of the Agenda</u> —was conducted. Vice Chair Neupert 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. Commissioner Neupert suggested to move the following item to New Business: <i>Board Policies Review, Revision and Discussion</i> . The Agenda was approved as amended. Approved	*MSC	
The approval of <u>Minutes of the February 08, 2016 Regular Meeting</u> —was conducted. The Minutes were approved as presented. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 473660 in the amount of \$36,283.86</u> —was reviewed. Approved	*MSC	
<u>Correspondence: (FYI)</u> — <i>the documents were circulated among the BOC</i> <ul style="list-style-type: none"> • There was no correspondence. 		
<u>Unfinished Business:</u> <ul style="list-style-type: none"> • There was no Unfinished Business to discuss. 		
<u>New Business:</u> <ul style="list-style-type: none"> • <u>Testing for Battalion Chief, Lieutenant and Firefighters positions</u>—A/C LaGrandeur stated that the announcements for the following positions have been posted; i.e. Battalion Chief, Lieutenant and Firefighters. Commissioner Person asked how many positions are open for each position and when will the positions be filled. A/C LaGrandeur stated that the positions that are open are as follows: Battalion Chief (1), Lieutenant (1) 		

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<p>and Firefighters (2). A/C LaGrandeur reviewed the dates for the positions as follows: Battalion Chief testing process will be on May 30 & 31st, Lieutenant testing process will be on June 1st & June 2nd and the firefighter testing process will be on June 6th & June 7th. A/C LaGrandeur stated that the positions will be filled by July 1, 2016.</p>		
<ul style="list-style-type: none"> • <u>Plans for Chief's Evaluation</u>—Chair Gregory stated that the last evaluation for Chief Smith was done on 2014. Discussion took place regarding the evaluation process. Chair Gregory stated that she will work with Staff Assistant Ariwoola regarding dates for each of the steps and present the information to the Board before the next meeting on March 14, 2016. 		
<ul style="list-style-type: none"> • <u>Board Policies Review, Revision and Discussion</u>—Commissioner Gregory stated that according to the Production Schedule, it is time for the Board of Commissioner to begin reviewing and approving the Board policies as needed. Chief Smith stated that the 200 series needs to be reviewed by the Labor Management Committee and the executive staff. Chief Smith stated that the Disciplinary policy needs to be reviewed. After discussion, it was decided that the staff would review the 600 series and then e-mail the 600 series to the Board to be reviewed. In addition, convert the 600 series to the new format. Commissioner Gregory requested to have A/A Moran send the Board of Commissioners a list of the priorities of the 100's and 200's that needs to be reviewed first. 	<p>Review the 200 series</p> <p>Review the 600 series</p> <p>E-mail list of the 100 & 200 series that needs to be reviewed</p>	<p>Labor Management Committee & executive staff / ASAP</p> <p>Executive Staff / ASAP</p> <p>A/A Moran / ASAP</p>
<ul style="list-style-type: none"> • <u>Draft Resolution dealing with Cencom</u>—Chief Smith distributed a draft Resolution dealing with Cencom. Chief Smith stated that Cencom is looking into becoming an independent agency; a public authority. Chief Smith stated that the resolution is for each agency to release and re-establish Cencom as a Public Development Authority and for all the parties to release and transfer over any assets and interest held by Kitsap County. Chief Smith stated that he discovered that Brian Snure was cut out of the process. Chief Smith stated that he contacted Cencom to let them know that Brian Snure needs to be included in the process because he is representing North Kitsap Fire & Rescue, Poulsbo Fire Department and Bainbridge Island Fire Department. Chief Smith asked the Board to review the policy in order to have it approved at the next meeting on March 14, 2016. Chief Smith stated that he will contact Brian Snure to review the resolution prior to the next meeting on March 14, 2016. Chair Gregory stated that if there is any concerns to please notify the Board prior to the next meeting. 		

02/22/16—Regular Meeting

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

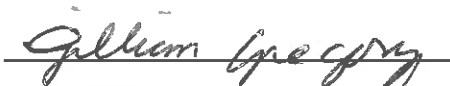
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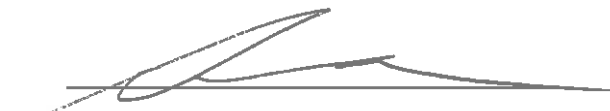
Public Participation —Chair Gregory called for Public Participation. There was none.		
There being no further business to conduct, the meeting was adjourned at 7:57 p.m. Approved	*MSC	
Good of the Order — <ul style="list-style-type: none"> • Eglon Station (new bldg.)—Chief Smith stated that he wanted to inform the Board that there are four volunteer residents who are interested in living in the double mobile home located on Little Boston Road. Chief Smith stated that A/C LaGrandeur will be meeting with each of them to go over the policies and contract. Chief Smith stated that there will be expectations that all of them will need to abide by. 		
<ul style="list-style-type: none"> • Kitsap County Fire Commissioner Association Meeting (KCFCA)—Commissioner Neupert stated that there is a KCFCA Meeting tomorrow at Central Kitsap Fire & Rescue; Administration Building at 7:00 p.m. 		


Commissioner


Commissioner


Commissioner

Commissioner


Commissioner


Attest

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MOTION SHEET- 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: February 22, 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 amended Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Minutes 02/08/16 Regular Meeting	Motion by Commissioner: Neupert	Motion to approve the Minutes of 02/08/16 Regular Meeting as presented Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Pearson	
	Carried/Vote	
BVA No. 473660 - \$36,283.86	Motion by Commissioner: Pearson	Moved to approve: BVA No. 473660 in the amount of \$36,283.86 Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Adjourn Meeting	Motion by Commissioner: Pearson	Motion to adjourn the Meeting at 7:57 p.m. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Espinosa	
	Carried/Vote	

* O = Opposed; A = Abstention

02/22/16—Regular Meeting

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