

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

**Date:** 08/08/16

**Time:** 7:15 p.m.

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

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

**Present:** Commissioner Pearson, Commissioner Neupert, Commissioner Espinosa, Commissioner Stewart, Chief Smith, A/C Moran, Community Services Specialist Laboda, Firefighter/Paramedic Matt Thompson and Tom Curley

<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
The <b><u>Acceptance of the Agenda</u></b> —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 requested to add the following item under New Business: <b><u>A follow up Letter to the County Commissioners &amp; Contract for Sean Moran.</u></b> The Agenda was approved as amended. <b>Approved</b>	<b>*MSC</b>	
The approval of <b><u>Minutes of the July 11, 2016 Regular Meeting</u></b> —was conducted. The Minutes were approved as presented. <b>Approved</b>	<b>*MSC</b>	
The <b><u>Blanket Voucher Approval Batch No. 480385 in the amount of \$2,703.00; BVA No. 480769 in the amount of \$21,559.88; BVA No. 481432 in the amount of \$5,285.08; BVA No. 481433 in the amount of \$68,841.70; Monthly Financial Report</u></b> —was reviewed. Commissioner Neupert had a question regarding the payment on Voucher No. 1389350 for \$9,869.96 to Air Management Solutions. A/C Moran stated that it was for a new furnace and an indoor evaporator coil for Station 89.	<b>*MSC</b>	
<b><u>Resolution No. 2016-09 Hiring of Entry Level Firefighters/EMT Kaleb Murray and Janelle Randles</u></b> —was conducted.	<b>*MSC</b>	
<b><u>Resolution No. 2016-10 Promotion of Mark Cooney to Probationary Lieutenant 112%</u></b> —was conducted.	<b>*MSC</b>	
<b><u>Resolution No. 2016-11 Promotion of Ardyl Abrigo to Probationary Battalion Chief 127% plus Educational Incentive</u></b> —was conducted.	<b>*MSC</b>	

08/08/16—Regular Meeting

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

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

**Date:** 08/08/16

**Time:** 7:15 p.m.

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

<p><b><u>Resolution No. 2016-12 Promotion of Sean Moran to Assistant Chief Training and Support Services</u></b>—was conducted.</p>	<p><b>*MSC</b></p>	
<p><b><u>Payroll for July, 2016 in the amount of \$411,508.48</u></b>—was reviewed. Staff Assistant Ariwoola stated that A/A Moran wanted to notify the Commissioners that she might have an amended. Vice Chair Neupert circulated the document to the Board to review. <b>Approved</b></p>	<p><b>*MSC</b></p>	
<p><b><u>Public Participation</u></b>—Vice Chair Neupert called for Public Participation. There was none.</p>		
<p><b><u>Correspondence: (FYI)</u></b>—</p> <ul style="list-style-type: none"> <li>• <b><u>Washington Fire Commissioners Association 68th Annual Conference</u></b>—Vice Chair Neupert circulated the pamphlet regarding the Washington Fire Commissioners Association 68th Annual Conference. The conference will be on October 27, 2016, October 28, 2016 &amp; October 29, 2016 at the Yakima Convention Center. The following individuals expressed an interest to attend the conference: Commissioner Espinosa, Commissioner Neupert, Commissioner Stewart, Chief Smith, A/C Moran and Staff Assistant Ariwoola. Chief Smith stated that probably A/C LaGrandeur might go, too. Commissioner Neupert stated to the BOC to notify A/A Moran if you are planning to attend so that she can make the necessary arrangements. Staff Assistant Ariwoola will make a copy of the brochure for A/C LaGrandeur and A/C Moran.</li> </ul>		
<p><b><u>Chief's Report</u></b>—</p> <ul style="list-style-type: none"> <li>• <b><u>Recognition Ceremony</u></b>—Chief Smith that the Promotional Ceremony that was held on July 30, 2016 went very well.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b><u>Wildland Fires</u></b>—Chief Smith stated that it has been pretty quiet on the fire front until this last weekend on July 30, 2016. There was lightning bust go through Eastern Washington which created a mobilization. Chief Smith stated that a couple of our guys went over there. Our brush engine should be back tomorrow. FF/EMT Alex Hickey got back today. There were able to move resources from one fire to another.</li> </ul>		

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

**Date:** 08/08/16

**Time:** 7:15 p.m.

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

<ul style="list-style-type: none"> <li>• <b>Facilities Update</b>—Chief Smith stated that our mini construction project is almost completed. Chief Smith stated that if the commissioners have a chance that they should go back and look at the rooms. A/C Moran stated that the rooms should be done by the end of the week.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b>Resident Volunteer Program</b>—A/C Moran stated that we have an academy coming up on September 12, 2016. A/C Moran stated that he had an orientation for the resident/academy tonight and that 18 candidates came to the meeting with four to five candidates that called and couldn't make it to the orientation. A/C Moran stated that on Saturday &amp; Sunday, August 13, 2016 &amp; August 14, 2016, is the testing process/oral board. A/C Moran stated that on August 17, 2016 we would have selected ten to twelve candidates for the September academy. The academy will run about 12 weeks. Vice Chair Neupert asked how many resident volunteers do we have currently? A/C Moran stated that we currently have 4 resident volunteers on A Shift, 4 resident volunteers on B Shift and 2 resident volunteers on C Shift. A/C Moran stated that we have 3 individuals that are currently on the sleeper program.</li> </ul>		
<p><b>Unfinished Business:</b></p> <ul style="list-style-type: none"> <li>• There was none.</li> </ul>		
<p><b>New Business:</b></p> <ul style="list-style-type: none"> <li>• <b>Follow up Letter to the County Commissioners</b>—Vice Chair Neupert stated that we have never received a response from the letter we sent the County Commissioners last year regarding fire inspections. Discussion ensued. Chief Smith stated that the Chiefs just sent another letter to the County Commissioners. Chief Smith stated that he will provide a copy of the letter that the Fire Chiefs recently sent to the County Commissioners. Vice Chair Neupert asked for Staff Assistant Ariwoola to add this item to the agenda for the next meeting on August 22, 2016.</li> </ul>	<p>Add to the agenda on August 22, 2016: Follow up Letter to the County Commissioners</p>	<p>Staff Assistant Ariwoola / 08/18/16</p>
<ul style="list-style-type: none"> <li>• <b>Contract for Sean Moran</b>—was conducted. The contract for Sean Moran was signed by both Vice Chair Neupert and Sean Moran.</li> </ul>		

NORTH KITSAP FIRE & RESCUE  
BOARD OF FIRE COMMISSIONERS

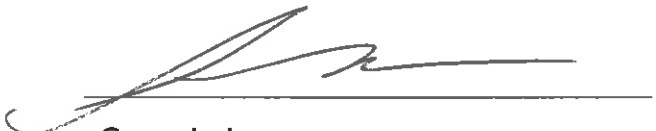
Date: 08/08/16

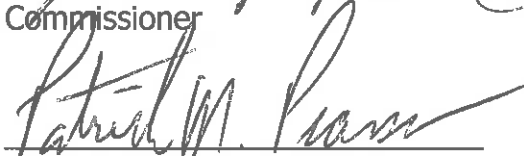
Time: 7:15 p.m.

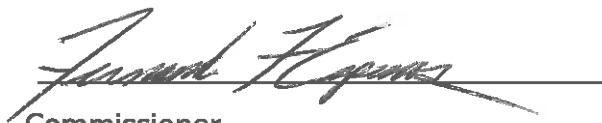
Place: 26642 Miller Bay Rd. NE, Kingston, WA

<b>Public Participation</b> —Vice Chair Neupert called for Public Participation. There was none.		
There being no further business to conduct, <b>the meeting was adjourned at 8:13 p.m. Approved</b>	<b>*MSC</b>	

  
Commissioner

  
Commissioner

  
Commissioner

  
Commissioner

  
Commissioner

  
Attest

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

**Date:** 08/08/16

**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:** August 8, 2016    **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
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	
Minutes 07/11/16 Regular Meeting	Motion by Commissioner: Pearson	Motion to approve the Minutes of 07/11/16 as presented
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	
BVA No. 480385 - \$2,703.00	Motion by Commissioner: Pearson	Moved to approve: BVA No. 480385 in the amount of \$2,703.00
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	
BVA No. 480769 - \$21,559.88	Motion by Commissioner: Pearson	Moved to approve: BVA No. 480769 in the amount of \$21,559.88
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	

\* O = Opposed; A = Abstention

08/08/16—Regular Meeting

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

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

**Date:** 08/08/16

**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:** August 8, 2016    **Time:** 7:15 p.m.

**ACTION ITEMS**

Topic	Motion	
BVA No. 481432 - \$5,285.08	Motion by Commissioner: Pearson	Moved to approve: BVA No. 481432 in the amount of \$5,285.08
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 481433 - \$68,841.70	Motion by Commissioner: Pearson	Moved to approve: BVA No. 481433 in the amount of \$68,841.70
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2016-09 Hiring of Entry Level Firefighter/EMT Kaleb Murray & Janelle Randles	Motion by Commissioner: Stewart	Motion to approve Resolution No. 2016-09 Hiring of Entry Level Firefighter/EMT Kaleb Murray & Janelle Randles
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2016-10 Promotion of Mark Cooney to Probationary Lieutenant 112%	Motion by Commissioner: Stewart	Motion to approve Resolution No, 2016-10 Promotion of Mark Cooney to Probationary Lieutenant 112%
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:

\* O = Opposed; A = Abstention

08/08/16—Regular Meeting

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

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

**Date:** 08/08/16

**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:** August 8, 2016    **Time:** 7:15 p.m.

**ACTION ITEMS**

Topic	Motion	
Resolution No. 2016-11 Promotion of Ardyl Abrigo to Probationary Battalion Chief 127% plus Educational Incentive	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2016-11 Promotion of Ardyl Abrigo to Probationary Battalion Chief 127% plus Educational Incentive
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2016-12 Promotion of Sean Moran to Assistant Chief Training and Support Services	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2016-12 Promotion of Sean Moran to Assistant Chief Training & Support Services
	2 <sup>ND</sup> by Commissioner: Espinosa	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll for August, 2016 in the amount of \$435,182.37	Motion by Commissioner: Pearson	Motion to approve the payroll for August, 2016 in the amount of \$435,182.37
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjournment	Motion by Commissioner: Pearson	Motion to adjourn the Meeting at 8:13 p.m.
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:

\* O = Opposed; A = Abstention

08/08/16—Regular Meeting

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