

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

**Date:** 03/12/18

**Time:** 7:00 p.m.

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

**Meeting called to order by Chair Neupert at 7:00 p.m.**

**Present:** Commissioner Neupert, Commissioner Pearson, Commissioner Stewart, Commissioner Gregory, Chief Smith, A/C LaGrandeur, Community Services Specialist Laboda, and Tom Curley

<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
The <u>Acceptance of the Agenda</u> —was conducted. 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. The agenda was approved as presented. <b>Approved</b>	<b>*MSC</b>	
The approval of <u>Minutes of the February 26, 2018 Regular Meeting</u> —was conducted. The Minutes were approval as presented. <b>Approved Minutes of the March 5, 2018 Special Meeting – were TABLED</b>	<b>*MSC</b>	
The <u>Blanket Voucher Approval Batch No. 508529 in the amount of \$11,794.43; BVA No. 518543 in the amount of \$ 25,801.18; Monthly Financial Report</u> —was reviewed. <b>Approved</b>	<b>*MSC</b>	
<u>Resolution No. 2018-04 Salaries</u> —was conducted. <b>Approved</b>	<b>*MSC</b>	
<u>Payroll for February, 2018 in the amount of \$476,844.26</u> —was reviewed. Chair Neupert circulated the document to the Board to review. <b>Approved</b>	<b>*MSC</b>	
<u>Public Participation</u> —Chair Neupert called for Public Participation. There was none.		
<u>Correspondence: (FYI)</u> — <b>Region 9 Workshop was announced.</b>		
<u>Chief's Report</u> — <ul style="list-style-type: none"> <li>• <u>GEMT Program</u>—Chief Smith reported that we continue to hold weekly teleconferences with the consulting company that is consolidated our data for the GEMT cost data. The Healthcare Authority has extended the deadline for submitting for FY 2016 and 2017 to April 30<sup>th</sup>.</li> </ul>		

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<ul style="list-style-type: none"> <li>• <b><u>Ballot Measure Education Tools</u></b>—Chief Smith is analyzing our expenses for each of the years of 15, 16, 17. Our operational expenses were up and we will need to have the substantiation as to what those expenditures were and why they were needed to be prepared for questions that may arise out during our ballot measure information. Chief will be presenting the information at our next Regular Meeting of March 26, 2018</li> <li>• <b><u>The Strategic Advisory Committee:</u></b> Has not met. Nothing new to report.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b><u>January call volume</u></b>—A/C LaGrandeur stated that we had 224 response calls in February, 2018 and that 66% of those calls were EMS calls and 34% were Fire calls. We’ve had a rash of fire calls which is unusual. 2 of 4 fires that we’ve had since 2/18/18 suffered significant property loss but thankfully no injuries at any of the fires of civilians or our crews. Commissioner Gregory asked if we are holding any post incident analysis meetings with the public. AC LaGrandeur explained that we always do PIA’s after fires where we get the dispatch recordings and review tactics, accountability, etc. As far as the public meetings go it is a case by case basis and usually if there is an inquiry from the public. AC Lagrandeur gave kudos to the PGST Police Officer for his quick thinking that likely saved a much bigger loss. Chief Smith acknowledged our tender operators and our crews for their hard work on these fires. He noted that two of the fires accumulated over 20 hours of labor.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b><u>West Kingston Road Bridge Project:</u></b> Delayed. New completion date is April 30<sup>th</sup>. VTO Curley said that the contractor will be fined \$3000.00/day after March 19 for the delayed completion.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b><u>Operation Report:</u></b>  <ul style="list-style-type: none"> <li><b><u>Overtime</u></b>—A/C LaGrandeur stated that the overtime hours in January, 2018 was 546.75 hours. It’s a bad flu season and we have two career members on B shift not on shift due to injury or illness. There is also OT from the HAZ MAT training we conducted in an effort to get our crews IFSAC Firefighter 2 certified ultimately for our WSRB rating. Additionally, There has also been a increase of our Resident Interns leaving the program for career positions. 1 to Yakima, 2 to Port Angeles, 1 to New Mexico. All these factors account for our increased need for overtime.</li> </ul> </li> </ul>		

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<ul style="list-style-type: none"> <li>• <b><u>Dispatch Tones</u></b>—A/C LaGrandeur reported that the tones were initially shortened in an effort to get the call dispatch quicker. The theory was that with a fire that required multiple agencies sometimes the tones were so lengthy it was impacting response times. They shortened the tones but in so doing they made them so short the fear was that dispatches would be missed. Because of this they have come full circle and we are back to the original tones. They are still looking at solutions on how to shorten the tones. There may be a switch that the short tone would be routed to the stations and the station which would trip a series of our usual tones.</li> <li>• <b><u>Call Volume Kitsap 911</u></b> – Our district has experienced the lowest growth in call volume in the county. However the increase of calls throughout the county have increased significantly. There are more and more calls overlapping causing the need for expansion/upgrading of our dispatching system. Chief Smith said that the Kitsap 911 system will be obsolete over the next few years and he foresees a funding measure forthcoming. He is hopeful that they will be communicative so we know what they are asking and when.</li> <li>• <b><u>Labor Management Meeting Schedule:</u></b> Commissioner Gregory requested a calendar for the 2018 Labor Management meetings. AC LaGrandeur will talk to the Labor Reps and get the schedule set.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b><u>Training in Suquamish Shores</u></b>—Commissioner Pearson asked if there was any update on the possibility of our crews training in the houses in Suquamish Shores prior to their removal. VTO Curley said that in AC Moran’s absence that he contacted Bob Gates the engineer who was working on the project. He referred him to Mark Fischer who is now the project engineer. It seems as though they (the contractors) are leery of our crews damaging the structures for safety matters. Tom feels that it may be a contractual issue that they would want the district to enter into. The tribal council gave their approval so he thinks it’s just a matter of figuring out what the engineer and contractors are worried about and addressing those concerns. It may require a meeting so everyone knows what to expect. He said there are approximately 15-20 homes that are slated to be removed by the end of this year. Tom is committed to see this through and will continue working to make the training possible.</li> </ul>		
<p><b><u>Unfinished Business:</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Update on the Eglon Station (old building)</u></b>—Chief Smith stated that the Eglon Community’s attorney has not responded. The Board requested that Chief Smith contact him again and tell him that this needs to move forward so we can put this issue to rest.</li> </ul>	<p>Contact Keith Beebe regarding Eglon Station</p>	

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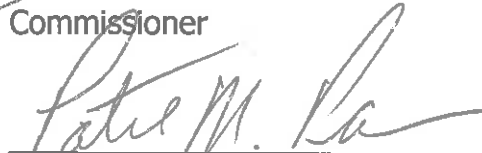
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would like to address in Chief's evaluation. He asked to them to be prepared for the next Regular Meeting of 3/26/18 and time permitting following the Ballot Measure discussion that they could address the list and compile into a collective list to use for the evaluation process.		
<b>Public Participation</b> —Chair Neupert called for Public Participation. There was none.		
There being no further business to conduct, the meeting was adjourned at 8:17 p.m. <b>Approved</b>	<b>*MSC</b>	


  
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**Time:** 7:00 p.m.

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**MOTION SHEET- 1 of 2**

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING**

**Date:** March 12, 2018    **Time:** 7:00 p.m.

**ACTION ITEMS**

Topic	Motion	
The Acceptance of the Agenda	Motion by Commissioner: Stewart	Motion to approve the Agenda as presented
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	
Minutes 02/26/18 Regular Meeting	Motion by Commissioner: Stewart	Motion to approve the Minutes of 02/26/18 as presented
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	
BVA No. 508529 - \$11,794.43 BVA No. 508543 - \$25,801.18	Motion by Commissioner: Pearson	Moved to approve: BVA No. 508529 in the amount of - \$11,794.43 BVA No. 508543 in the amount of - \$25,801.18
	2 <sup>ND</sup> by Commissioner: Gregory	
	Carried/Vote	
Resolution No. 2018-04 Salaries	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2018-04 Salaries Resolution as presented
	2 <sup>ND</sup> by Commissioner: Gregory	
	Carried/Vote	

\* O = Opposed; A = Abstention

03/12/18—Regular Meeting

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

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**MOTION SHEET- 2 of 2**

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING**

**Date:** February 12, 2018    **Time:** 7:00 p.m.

**ACTION ITEMS**

Topic	Motion	
Payroll for March, 2018 in the amount of \$476,844.26	Motion by Commissioner: Pearson	Motion to approve Payroll for March, 2018 in the amount of \$476,844.26
	2 <sup>ND</sup> by Commissioner: Gregory	
	Carried/Vote	
Adjourn Meeting	Motion by Commissioner: Stewart	Motion to adjourn the Meeting at 8:17 p.m.
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	
	Motion by Commissioner:	
	2 <sup>ND</sup> by Commissioner:	
	Carried/Vote	
	Motion by Commissioner:	
	2 <sup>ND</sup> by Commissioner:	
	Carried/Vote	

\* O = Opposed; A = Abstention

03/12/18—Regular Meeting

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