

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

Date: 07/08/19

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 Gregory, Commissioner Huntington, Chief Smith, A/C LaGrandeur, Community Services Specialist Laboda, B/C Mock, FF/PM Dukes 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. Approved	*MSC	
The approval of <u>Minutes of the June 24, 2019 Regular Meeting</u> —was conducted. The Minutes were approval as presented. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 531215 in the amount of \$6,023.70; BVA No 531216 in the amount of \$134,421.10; BVA No. 531228 in the amount of \$2,964.25</u> <u>Monthly Financial Report</u> —was not available. Approved	*MSC	
<u>Resolutions</u> — <ul style="list-style-type: none"> • Tabled until later in the meeting. 		
<u>Payroll for July, 2019 in the amount of \$456,342.07</u> —was reviewed. Chair Neupert circulated the document to the Board to review. Following the approval of Resolutions the payroll was signed. Approved	*MSC	
<u>Public Participation</u> —Chair Neupert called for Public Participation. There was none.		
<u>Correspondence: (FYI)</u> — <i>There was none.</i>		

07/08/19—Regular Meeting

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

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<p><u>Chiefs Reports—</u></p> <ul style="list-style-type: none"> • <u>Operation Report:</u> <p><i>June call volume</i>—A/C Lagrandeur stated that we had 317 response calls in June, 2019. A/C LaGrandeur stated 64% of those calls were EMS calls and 36% were Non-EMS calls.</p> <p><i>Residential Structure Fires</i>—A/C LaGrandeur stated that there was one structure fires in June on Angeline Avenue in Suquamish cause by rags used for staining wood left stored in a plastic bag in the garage.</p> <p><i>Brush Fires</i> – There were five brush fires all extinguished by first alarm units causes were Recreation fires that spread to vegetation, a weed burner and fireworks.</p>		
<p><i><u>Overtime Report</u></i>—A/C LaGrandeur stated that the overtime hours in June was 319.5 hours.</p>		
<ul style="list-style-type: none"> • <u>Status report on requested items:</u> • Overtime averages <ul style="list-style-type: none"> ○ 2018 monthly average for Overtime/Comp Time Earned was 378.17 hours. <ul style="list-style-type: none"> ▪ 69.91% was for shift coverage ▪ 14.98% was for training ▪ 15.11% for other overtime (meetings, holdover, special assignment) ○ 2019 for first six months average for Overtime/Comp Time Earned is 309.46 hours. <ul style="list-style-type: none"> ▪ 77.29% for shift coverage ▪ 10.56 for training ▪ 12.15% for other overtime (meetings, holdover, special assignment) 		

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<ul style="list-style-type: none"> ● Accident involving NKFR&R ambulance <ul style="list-style-type: none"> ○ Occurred on June 5, 2019. <ul style="list-style-type: none"> ▪ A89 was transporting a patient to HMH, Bremerton. ▪ Approximately one block from the hospital, a car ran a Stop sign and hit A89 on their passenger side. They stopped, called for law enforcement and another transport unit to transfer the patient. Medic 3 from Bremerton Fire Dept. responded and took the patient to the hospital. Neither the patient nor our personnel were injured in the accident. A report was completed by Bremerton PD and the driver of the car was cited at fault. ▪ The ambulance has been repaired and is back in service. 		
<ul style="list-style-type: none"> ● <u>District activity/projects:</u> ● 4th of July activity <ul style="list-style-type: none"> ○ Total of 16 calls on the 4th of July (0800 on July 4 to 0800 on July 5) <ul style="list-style-type: none"> ▪ One fire (driftwood on a beach) ○ A shift was on duty and helped with loading fireworks on the barge for the show that night and participated in the parade. ○ Busy rotation for them, running 33 calls over their 48 hours (July 3 and 4) as well as prepping for the 4th of July and participating in events that day 		
<ul style="list-style-type: none"> ● <u>New Ambulance</u>—Chief Smith stated reported that the delivery of our new ambulance has been delayed. They delivered the wrong one to the vendor. We are expecting ours to be shipped from S. Carolina and delivered next week. 		

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<p><u>Unfinished Business:</u></p> <ul style="list-style-type: none"> • <u>EMS Levy</u>—Chief Smith reported that we have the prepared Ballot Resolution for the November 5th, General Election for a 6 year EMS Levy and Explanatory Statement thereto. Both have been approved by Attorney Brian Snure. The resolution was reviewed. Resolution No. 2019-13. A motion was made to adopt Resolution No. 2019.13. Approved 	*MSC	
<p><u>New Business:</u></p> <ul style="list-style-type: none"> • <u>GarageKeepers Insurance Quote</u>—Chief Smith stated that upon Board approval if we increased the GarageKeepers coverage from \$300k to \$500k the premium would go from \$1,499 to \$2,333. Chief recommends approving increase in coverage. 		
<ul style="list-style-type: none"> • <u>Local Purchasing Program;</u> The documentation for the upcoming Local Purchasing Program borrow were reviewed. The Authorizing Resolution 2019-14, the Certificate of Authorizing Resolution, the Certification Designating Authorized Agency Representatives and the Local Agency Tax Certificate were all reviewed. The documents were approved and Resolution No. 2019-14 was adopted. Approved 	*MSC	
<p><u>Public Participation</u>—Chair Neupert called for Public Participation. There was none.</p>		
<p><u>Resolutions:</u></p> <ul style="list-style-type: none"> • 2019-10 Promotion of Reilly Williams to Probationary Lieutenant 112% Approved • 2019-11 Promotion of Michael Mock to Probationary Battalion Chief 127% Ed Incentive 5% Approved • 2019-12 Promotion of Ardyl Abrigo to Division Chief of Training 135% Ed Incentive 5% - The union has agreed to the pay verbally and we have a MOU circulating for signing. Approved 	*MSC *MSC *MSC	
<p><u>Good of the Order:</u></p> <ul style="list-style-type: none"> • <u>Annual Kitsap County Fire Chief’s and Commissioner’s Picnic Announcement</u>— Notice to be distributed. It is on July 20th, 5p at Commissioner Ellingsen’s home. Commissioners Neupert 		

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and Stewart will be attending.		
There being no further business to conduct, the meeting was adjourned at 7:55 p.m. Approved	*MSC	


Commissioner

Commissioner


Commissioner

Commissioner


Commissioner


Attest

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MOTION SHEET- 1 of 3

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: July 8, 2019 **Time:** 7:00 p.m.
ACTION ITEMS

Topic	Motion	
The Acceptance of the Agenda	Motion by Commissioner: Huntington	Motion to approve the Agenda as presented
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Minutes 06/24/19 Regular Meeting	Motion by Commissioner: Pearson	Motion to approve the Minutes as presented
	2 ND by Commissioner: Gregory Commissioner Huntington (A)	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 531215- \$6,023.70 BVA No. 531216-\$134,421.10 BVA No. 531228 -\$2,964.25	Motion by Commissioner: Pearson	Moved to approve BVA No. 531215- \$6,023.70 BVA No. 531216-\$134,421.10 BVA No. 531228 -\$2,964.25
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll in the amount of \$456,342.07	Motion by Commissioner: Pearson	Motion to approve payroll
	2 ND by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

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

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MOTION SHEET- 2 of 3

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: July 8, 2019 **Time:** 7:00 p.m.

ACTION ITEMS

Topic	Motion	
Resolution 2019-13 to Ballot Resolution for a six year EMS levy for November 5, 2019 General Election	Motion by Commissioner: Pearson	Resolution 2019-13 to submit a six year EMS Levy for the November 5, 2019 election was approved
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Local Purchasing Program Resolution No. 2019-14 in the amount of \$1,225,000.00 was adopted.	Motion by Commissioner: Pearson	
	2 ND by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2019-10 Promotion of Reilly Williams to Probationary Lt. 112%	Motion by Commissioner: Pearson	Resolution No. 2019-10 Promotion of Reilly Williams to Probationary Lt. 112%
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2019-11 Promotion of Michael Mock to Probationary BC 127% plus 5% Ed Inc	Motion by Commissioner: Pearson	Resolution No. 2019-11 Promotion of Michael Mock to Probationary BC 127% plus 5% Ed Inc
	2 ND by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

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MOTION SHEET- 3 of 3

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

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ACTION ITEMS

Topic	Motion	
Resolution 2019-12 Promotion of Ardyl Abrigo to Division Chief and Training and Safety 135% plus 5% Ed Inc. verbally agreed by IAFF/NKFR BU	Motion by Commissioner: Pearson	Resolution 2019-12 Promotion of Ardyl Abrigo to Division Chief and Training and Safety 135% plus 5% Ed Inc. verbally agreed by IAFF/NKFR BU
	2 ND by Commissioner: Huntington	
	Carried/Vote	
Adjournment @7.55p	Motion by Commissioner: Huntington	A motion to adjourn at 7:55p
	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	

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