

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

**Date:** 03/28/2022

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

**Place:** Virtual Meeting using Teams

<b>Meeting called to order by Chair Pearson at 7:00 p.m.</b>		
<b>Present:</b> Commissioner Pearson, Commissioner Stewart, Commissioner Neupert, Commissioner Gregory, Commissioner Huntington, Chief Smith, AC LaGrandeur, AC Abrigo, DAS Patti, DA Luther, Community Services Specialist Laboda, BC Buchanan, BC Hickey, Justin Slye, Russell Fergus, and Tom Curley		
<u><b>Topic</b></u>	<u><b>Action</b></u>	<u><b>Assigned/ Deadline</b></u>
<b>Meeting Agenda:</b> The Board reviewed the meeting agenda. The agenda was approved as presented. <b>Approved</b>	<b>*MSC</b>	
<b>Meeting Minutes:</b> A review of the meeting minutes from the February 28 <sup>th</sup> , 2022 Board Meeting was conducted. The minutes were approved as presented. <b>Approved</b>	<b>*MSC</b>	
<b>Blanket Voucher Approval (BVA):</b> The following batches were presented for approval: <b>BVA Batch #3.3</b> for <b>\$184,352.69</b> , <b>Batch #3.4</b> for <b>\$72,816.58</b> and <b>Batch #3.5</b> for <b>\$163,346.17</b> . Some of the items reviewed were the Seawestern voucher for \$97,668.21, L.N Curtis voucher for \$2,590.23 and the Mathews Electric voucher for \$5,142.27 which were all for the new compressor installation/parts and labor at Station. Another voucher reviewed was for Seyboldt Construction for \$2,932.10 which was 50% of the cost for the restroom remodel at Station 81. The Catchall Environmental voucher for \$5,984.10 was for the annual storm basin inspection. The Microsoft Corporation voucher for \$7,633.37 was for 6 new surface pros along with their warranties and covers. Another item reviewed was the Central Kitsap Fire and Rescue for \$2,500.00 for our annual tech rescue dues. The last item reviewed was the W.S Darley & Co for a transfer case for former Engine 85. <b>Approved</b>	<b>*MSC</b>	
<b>Public Comment:</b> Chair Pearson called for public participation. There was none.		
<b>Unfinished Business:</b>		
<b>Fire Chiefs Succession Plan:</b> Commissioner Gregory and Huntington provided an update to the timeline. Commissioner Huntington stated that we have a final draft proposal for the Fire Chief job description that will be sent out and voted on at the next board meeting and we will then be able to post the position. They stated that they will be putting together an interview panel for different interview sessions which will include board members, union		

03/28/22 - Regular Meeting

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

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<p>representation, administration personnel and possibly a public component which they will work with CSS/PIO Laboda on.</p> <p><b>Tri-North Meeting Update:</b> DA Luther informed the board that the Tri-North meeting will take place on April 7<sup>th</sup> at 7:00pm and will be held via zoom. She will be sending out the meeting agenda and notice next week to the board.</p>		
<p><b><u>Board of Volunteer Firefighters Update:</u></b></p> <p>Commissioner Neupert informed the board that we put in the annual roster to the board of volunteer firefighters but other than that there are no new updates to provide.</p>		
<p><b><u>New Business:</u></b> None</p>		
<p><b><u>Public Comment:</u></b> Chair Pearson called for public participation. There was none.</p>		
<p><b><u>Good of the Order:</u></b></p> <p>Commissioner Pearson confirmed with the board that our next board meeting is set for April 11<sup>th</sup> at 7:00 pm in person at Station 81 and there will be a virtual option available as well.</p> <p>Chief Smith stated he would like to start adding to future agendas the Oaths of Office for those we have been promoted during the COVID-19 pandemic over the last two years. Commissioner Neupert mentioned doing service awards as well.</p>		
<p>There being no further business to conduct, <b>the meeting was adjourned at 7:36 p.m. Approved</b></p>	<p><b>*MSC</b></p>	

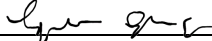
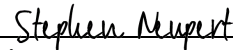
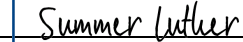
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**BOARD OF FIRE COMMISSIONERS MEETING  
ACTION ITEMS**

Topic

Motion

03/28/22 - Regular Meeting

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

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<b>Acceptance of the Agenda as presented</b>	Motion by Commissioner: Huntington	Motion to approve the agenda as presented.
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Approval of the Minutes for 03/14/2022</b>	Motion by Commissioner: Stewart	Motion to approve the minutes as presented.
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Voucher Approval:</b> BVA No. 3.3 for <b>\$184,352.69</b> BVA No. 3.4 for <b>\$72,816.58</b> BVA No. 3.5 for <b>\$163,346.17</b>	Motion by Commissioner: Stewart	Moved to approve the BVA's as presented.
	2 <sup>ND</sup> by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Adjourn Meeting</b>	Motion by Commissioner: Huntington	Motion to adjourn the meeting at 7:36 p.m.
	2 <sup>ND</sup> by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

03/28/22 - Regular Meeting

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