

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

Date: 11/28/2022

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

<p>Meeting called to order by Chair Pearson at 7:00 p.m. Present: Commissioner Pearson, Commissioner Gregory, Commissioner Huntington, Commissioner Neupert, Commissioner Stewart, AC LaGrandeur, AC Abrigo, DAS Patti, DA Luther, Community Services Specialist Laboda, and members of the public. Excused: Chief Smith</p>		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
<p>Meeting Agenda: The Board reviewed the meeting agenda. Chair Pearson requested to amend the agenda to include a “Chain of Survival” presentation after the budget hearing. The agenda was amended. Approved</p>	*MSC	
<p>2023 BUDGET HEARING Budget Hearing was called to order at 7:01 p.m. by Chair Pearson in accordance with RCW 84.55.120.</p>		
<p>Budget Hearing: DAS Patti reviewed the following items with the Board pertaining to the 2023 Budget Hearing.</p> <ul style="list-style-type: none"> • Overview of Documents • Levy Certifications for Fire and EMS • Resolution 2022-21 – EMS Ordinance Resolution • Resolution 2022-22 – Annual County Budget Request Resolution • Certification Summary • Documents provided by the County Assessor • Levy Rate Sheet from 2017 – present • 2023 Revenue Budget 		
<p>Public Comment: Chair Pearson called for public participation. There was none.</p>		
<p>The Budget Hearing was adjourned at 7:19 p.m.</p>		
<p>Chain of Survival Presentation: CSS Laboda started the presentation by explaining the importance of the chain of survival, and that every link must be functioning, active, and engaged for there to be the best chance of survival. Our crews responded to a call that each link within the chain of survival was crucial to saving the life of the patient. Members from St. Michaels Medical Center who were present during this specific incident introduced themselves to the patient and the board. These members were: Jeanell Rasmussen – Chief Nursing Officer, Lori Danko –</p>		

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

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<p>Emergency Department Director, Sam McClendon – AMI/STEMI Coordinator and Tiffany Ligon – Critical Care Director. All of these individuals and their duties were critical in the positive outcome of this call. CSS Laboda explained the next link was the paramedics that kept providing medical care on the way to the hospital. She then introduced the next link in the chain of survival which was the dispatcher. Nick Waldbillig introduced himself as the CENCOM dispatcher who answered the call and explained that this was his first CPR save since being a dispatcher. He expressed how happy and thankful he is to be able to meet the patient. He then went into detail about the call and how he assisted the patient’s son in providing CPR until medics arrived. CSS Laboda then explained the most important link many would argue in the chain of survival is the bystander and the importance of their role. CSS Laboda wanted to recognize the patient’s son, on behalf of the board and the department, for his exceptional work in saving his father’s life. AC LaGrandeur then expressed his appreciation to him and presented him with two challenge coins, one from North Kitsap Fire & Rescue and the other from the Kitsap County Fire Chiefs, for his outstanding call to action. The patient then thanked everyone who assisted in saving his life, from the 911 dispatcher who walked his son through CPR, the NKF&R firefighter/paramedic Matt Thompson, and the St. Michaels medical staff for saving his life and for providing him excellent care. He expressed his gratitude and appreciation for all those who were involved.</p>		
<p>Meeting Minutes: A review of the meeting minutes from the November 14th, 2022 Board Meeting was conducted. The minutes were approved as presented. Approved</p>	<p>*MSC</p>	
<p>Blanket Voucher Approval (BVA): The following batches were presented for approval: BVA Batch #11.5 for \$856.42, and BVA Batch #11.6 for \$29,577.17. Commissioner Stewart provided an overview of all the expenses. Approved</p>	<p>*MSC</p>	
<p>Resolutions: The following Resolutions were presented for approval: Approved</p> <ul style="list-style-type: none"> • Resolution 2022-21 – EMS Ordinance Resolution • Resolution 2022-22 – Annual County Budget Request Resolution • 2023 Bottom Line Revenue Budget for 2023 	<p>*MSC</p>	
<p>Public Comment: Chair Pearson called for public participation. There was none.</p>		

11/28/22 - Regular Meeting- Budget Hearing

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

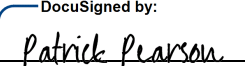
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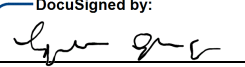
Time: 7:00 p.m.

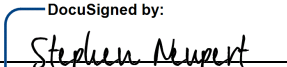
Place: Virtual Meeting using Teams

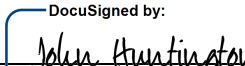
<p><u>New Business:</u></p> <p>Audit Entrance Documents & Engagement Letter – DAS Patti informed the board that we are actively auditing and that our Auditor is doing a really great job getting through the process. DAS Patti reviewed the two different areas that are focused on during this audit which are an Accountability Audit and the Financial Statement Audit. DAS Patti informed the board of how much the audit will cost this year, and that it is set to be completed by January of 2023. She is currently having weekly meetings with our auditor to discuss updates, and we are hopeful that we will receive the invoice this year.</p>		
<p><u>Public Comment:</u> Chair Pearson called for public participation. There was none.</p>		
<p><u>Good of the Order:</u></p> <p>Commissioner Neupert provided the board that John Dankers daughter will be meeting with AC LaGrandeur tomorrow at 10:00 am to see what the department can do to help with his memorial services.</p> <p>Commissioner Stewart reminded the board that the deadline to RSVP for the Annual Holiday Brunch is December 1st and if anyone would like to attend to reach out to DA Luther to put their names down on the list.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 7:54 p.m. Approved</p>	*MSC	

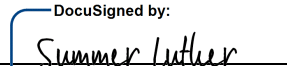
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**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
ACTION ITEMS**

Topic	Motion	
Acceptance of the Agenda	Motion by Commissioner: Gregory	Motion to approve the agenda as amended.
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Approval of the Minutes for 11/14/2022	Motion by Commissioner: Huntington	Motion to approve the minutes as presented.
	2 ND by Commissioner: Stewart	
	Carried/Vote	
Voucher Approval: BVA Batch 11.5 for \$856.42 BVA Batch 11.6 for \$29,577.17	Motion by Commissioner: Stewart	Moved to approve the BVA's as presented.
	2 ND by Commissioner:	
	Carried/Vote	
Resolution 2022-21 EMS Ordinance Resolution	Motion by Commissioner: Huntington	Motion to approve Res.2022-21 as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Resolution 2022-22 Annual County Budget Request Resolution	Motion by Commissioner: Gregory	Motion to approve Res. 2022-22 as presented.
	2 ND by Commissioner: Neupert	

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

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	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adoption of 2023 Bottom Line Revenue Budget	Motion by Commissioner: Huntington	Motion to approve the 2023 Revenue Budget as presented.
	2 nd by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Gregory	Motion to adjourn the meeting at 7:54 p.m.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: