

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

Date: 01/13/2025

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

<p>Meeting called to order by Chair Huntington at 7:00 p.m. Present: Commissioner Huntington, Commissioner Tate, Commissioner Stewart, Commissioner Pearson, Commissioner Gregory, Chief LaGrandeur, AC Abrigo, AC Buchanan, DA Luther, DAS Patti, and Vol. Curley. Excused: PIO/CSS Laboda</p>
<p style="text-align: center;"><u>Topic</u></p>
<p><u>Meeting Agenda:</u> The Board reviewed the meeting agenda. The agenda was approved as presented.</p>
<p><u>Meeting Minutes:</u> A review of the meeting minutes from the December 23rd, 2024, Regular Board Meeting was conducted. The minutes were approved as presented.</p>
<p><u>Payroll:</u> The January Payroll of \$585,707.80 was presented to the board. The payroll was approved as presented.</p>
<p><u>Blanket Voucher Approval (BVA):</u> The following batches were presented for approval: BVA Batch #12.6 for \$41,994.16, and BVA Batch #1.2 for \$238,633.82. Commissioner Stewart provided an overview of the expenses for Batch #12.6 and Commissioner Pearson provided an overview of the expenses for Batch #1.2. Let the record show that BVA Batch #1.1 was a void/re-issue from a previously approved batch.</p>
<p><u>Public Comment:</u> Chair Huntington called for public participation. There was none.</p>
<p><u>New Business:</u></p> <p>Letter of Support for Kitsap County Fire Marshal: Chief LaGrandeur reviewed the letter of support that he is requesting the board move forward with. The letter details having a fire sprinkler system be required as part of the Arborwood development in North Kitsap. The board unanimously agreed to sign and move forward with the letter of support.</p>

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Chiefs Report:

Chief LaGrandeur: Informed the board that legislative day for the Washington State Fire Chiefs will be held on February 6th, which he will be in attendance. The State is facing a large budget shortfall and there is expected to not be a push for any significant funding for the fire service. The WSRB has been working with the State Chiefs, and we are currently waiting on any proposed changes to their system. Kitsap 911 Board of Directors have dissolved the Executive Committee. They are now meeting monthly and will take on the work previously done by the Executive Committee to include approval of vouchers, payments of claims, contracts for services, and payroll. Kitsap 911 put together a funding committee to examine their annual budget and explore options for future budget structure. With the increasing costs of operations, there will need to be changes made to increase revenue at Kitsap 911. This committee includes an agency representative, Chief LaGrandeur, and Chief Faucett at South Kitsap Fire and Rescue as the fire service representatives and have had one meeting thus far which included a presentation on how other dispatch agencies are funded. The Kitsap 911 strategic positioning process is taking place on February 28th through February 30th, in which Chief LaGrandeur will be in attendance to represent NKF&R.

Chief Buchanan: The call volume for December 2024 was 341 incidents. Of those, 64% were EMS, and 36% were non-EMS. We had no structure fires in our district in December. We had 109 transports in December, with one transport going to St. Anthony Hospital in Gig harbor. The total hours of overtime/comp time earned in December was 812.5 hours. We have one new hire who has started EMT class today as part of the Kitsap Fire Academy. He will be in EMT Class for the next two months and after completion of EMT school he will move on to the Fire Academy. We currently have five members and two of our apparatus deployed to Los Angeles, CA and are currently assigned to the Palisades Fire. For an overall 2024 call volume, we responded to 3,972 calls of which 64% of those responses were EMS related. This puts us up 6.6% from 2023 at 10.9 calls per day.

Chief Abrigo: We are currently still waiting for the hot water tank to arrive for Station 85. We have completed the permitting processes for the carport (storage cover) project and have purchased the materials to begin the building process soon. We are in the process of acquiring the necessary data for a generator at Station 81. We installed a data logger which will measure the daily power and peak usage which in return will provide information needed to determine the size of the generator. Currently we are looking at a 45-50 week build time. Other capital projects set for this year will be building a tool shed for Stations 85 and 89, fiber optic internet installation at all stations, and refurbishing Aid 85. Marine 81 repair is still in process. They have removed the sound insulation and were able to repair a couple of corroded sections and we are currently waiting for an estimated timeline for the completion of all repairs. The new ambulance is currently in our shop as we are fixing minor changes and has been registered with the WA DOH. We are expecting it to be in-service on March 1st. We have the new tender, and the in-service training is currently in progress, with an anticipated in-service date of February 1st.

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Public Comment: Chair Huntington called for public participation. There was none.

Good of the Order:

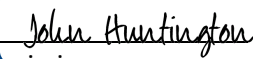
Commissioner Huntington thanked Commissioner Gregory for her dedication and efforts while she held the position of Chair. He also mentioned that PIO/CSS Laboda would like to have all the Commissioners get their individual and group photos taken prior to the start of our next board meeting. The board agreed that they would all wear black slacks and logo wear.

Commissioner Huntington noted that he will be traveling for the first meeting in February, but that he will try to join virtually. In his absence Vice Chair, Commissioner Tate, will lead the board meeting.

Chief LaGrandeur presented service pins to both Commissioner Stewart (50 years) and Commissioner Gregory (30 years).

Chief LaGrandeur and Commissioner Pearson both mentioned how the annual banquet this year went very well, and they are looking forward to next years.

There being no further business to conduct, **the meeting was adjourned at 7:49 p.m.**

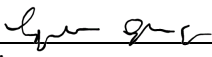
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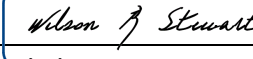
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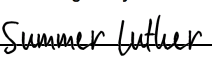
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**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
ACTION ITEMS**

Topic	Motion	
Acceptance of the Agenda	Motion by Commissioner: Gregory	Motion to approve the agenda as presented.
	2 ND by Commissioner: Pearson	
	Carried/Vote	
Approval of the Minutes for 12/23/2024	Motion by Commissioner: Stewart	Motion to approve the minutes as presented.
	2 ND by Commissioner: Tate	
	Carried/Vote	
January Payroll: \$585,707.80	Motion by Commissioner: Pearson	Motion to approve the January Payroll as presented.
	2 ND by Commissioner: Gregory	
	Carried/Vote	
Voucher Approval: BVA Batch 12.6 for \$41,994.16	Motion by Commissioner: Stewart	Moved to approve the BVAs as presented.
	2 ND by Commissioner: Tate	
	Carried/Vote	
Voucher Approval: BVA Batch 1.2 for \$238,633.82	Motion by Commissioner: Pearson	Moved to approve the BVAs as presented.
	2 ND by Commissioner:	

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	Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Gregory	Motion to adjourn the meeting at 7:49 p.m.
	2 ND by Commissioner: Tate	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: