

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

Date: 05/12/2025

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

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 Buchanan, AC Abrigo, DA Luther, DAS Patti, BC Murray, and FF Hansen. **Excused:** PIO/CSS Laboda.

Topic

Meeting Agenda: The Board reviewed the meeting agenda. Commissioner Huntington noted that the agenda would be amended to move the Executive Session to follow the Chief's Report. The agenda was approved as amended.

Meeting Minutes: A review of the meeting minutes from April 28th, 2025, Regular Board Meeting was conducted. The minutes were approved as presented.

Payroll: The May Payroll of **\$547,898.02** was presented to the board. The payroll was approved as presented.

Blanket Voucher Approval (BVA): The following batches were presented for approval: **BVA Batch #5.1** for **\$269,457.24**, **BVA Batch #5.2** for **\$68,926.91**, and **BVA Batch #5.3** for **\$96,930.04**. Commissioner Pearson provided an overview of the expenses.

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

Chiefs Report:

Chief LaGrandeur: Kitsap County Fire Marshal Dave Lynam is expected to receive a final decision from the County Commissioners this evening regarding the proposed fire code changes. Two significant proposed changes include: 1) requiring additional space for ladder truck access for commercial structures and aerial apparatus access for buildings over 30 feet in height, and 2) requiring additional access roads for housing developments exceeding 250 homes, regardless of the presence of approved fire sprinkler systems.

At the most recent Kitsap 911 Board of Directors meeting, three funding formula options were presented in response to concerns that the initial proposal significantly increased user agency fees. These options represented funding methodologies only and did not include full budget analyses. Options one and three were rejected due to either excessive increases to user agency fees or unsustainable reductions in the formula. The Board directed Kitsap 911 to conduct a full analysis of option two, which still includes user fee increases but to a lesser extent than the original proposal. This analysis will be presented to the Strategic Advisory Board on May 27, with a full presentation to the Board of Directors scheduled for June 3. The timeline is structured to support budget approval in September.

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Chief Buchanan: The call volume for April 2025 was 293 incidents. Of those, 66% were EMS, and 34% were non-EMS. We had one structure fire in our district in April. We had 114 transports in April, with no transports going to St. Anthony Hospital in Gig harbor. The total hours of overtime/comp time earned in April was 795 hours. May 1st, we have multiple members receiving a step increase. FF Klunk will move to top step FF, and FF Vernik, Schoonmaker, and Bergstrom will move to FF step 3.

Chief Abrigo: The fiber optic upgrade is in progress. The conduit was buried last week, and we are waiting for KPUD to pull the line. The engine and transmission were changed out in Aid 85 for the refurbishment project and CZ Auto Detail just completed detailing the rig over the weekend. We are waiting to upgrade the inside of the cab, and we will then be able to put it in service by the end of the month. Marine 81 has returned from North River. We are finishing up a few minor items and then we will be able to place it back in service. The new engine should have its inspection on May 18th or 20th with an anticipated delivery date of late June, or early July.

EXECUTIVE SESSION: Commissioner Huntington announced that the Board will meet in an executive session pursuant to **RCW 42.30.110 (1)(g)** to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The executive session will be for 44 minutes. Commissioner Huntington stated that Chief LaGrandeur will join the executive session at 7:47 p.m. He further stated that the Board will not be taking action following the adjournment.

Called to Order: 7:18 pm by Commissioner Huntington

Present: Commissioner Huntington, Commissioner Tate, Commissioner Stewart, Commissioner Pearson, and Commissioner Gregory. Chief LaGrandeur will join the meeting at 7:47 p.m.

Adjourned: 8:03 p.m. by Commissioner Huntington

Commissioner Huntington resumed the regular meeting at 8:03 p.m.

Extended Session: Commissioner Huntington stated that they will be extending the Executive Session by 16 minutes

Called to Order: 8:04 p.m. by Commissioner Huntington

Present: Commissioner Huntington, Commissioner Tate, Commissioner Stewart, Commissioner Pearson, and Commissioner Gregory.

Adjourned: 8:20 p.m. by Commissioner Huntington

Commissioner Huntington resumed the regular meeting at 8:20 p.m.

Executive Session Action: No action taken.

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

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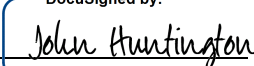
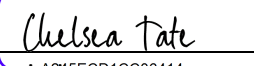
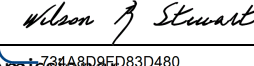
Place: Virtual Meeting using Teams

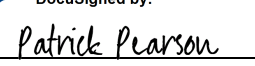
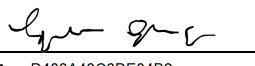
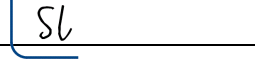
Good of the Order:

Commissioner Stewart shared that Hilary Blankenship with the BVFF will be the guest speaker at the next Kitsap County Fire Commissioners meeting being held on May 27th.

Commissioner Tate mentioned that she saw Marine 81 return to the station, and she said that it looked great!

There being no further business to conduct, **the meeting was adjourned at 8:22 p.m.**

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Attest

05/12/25 - Regular Meeting

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

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BOARD OF FIRE COMMISSIONERS REGULAR MEETING ACTION ITEMS

Acceptance of the Agenda	Motion by Commissioner: Stewart	Motion to approve the agenda as amended.
	2 ND by Commissioner: Tate	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of the Minutes for 04/28/2025	Motion by Commissioner: Pearson	Motion to approve the minutes as presented.
	2 ND by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
May Payroll: \$547,898.02	Motion by Commissioner: Tate	Motion to approve the May Payroll as presented.
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Voucher Approval: BVA Batch 5.1 for \$269,457.24 BVA Batch 5.2 for \$68,926.91 BVA Batch 5.3 for \$96,930.04	Motion by Commissioner: Pearson	Moved to approve the BVA as presented.
	2 ND by Commissioner: Tate	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Pearson	Motion to adjourn the meeting at 8:22 p.m.
	2 ND by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

05/12/25 - Regular Meeting

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