

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

Date: 06/23/2025

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

<p>Meeting called to order by Chair Huntington at 7:00 p.m.</p> <p>Present: Commissioner Huntington, Commissioner Tate, Commissioner Stewart, Commissioner Pearson, Commissioner Gregory, Chief LaGrandeur, AC Buchanan, AC Abrigo, DA Luther, DAS Patti, PIO/CSS Laboda, BC Hickey, Lt. Trueblood, FF Cryder, C Shift Personnel, Vol. Curley, Brian Dorr, Mick Hersey, Fred Gilbert, Charlene & Hugh Tucker.</p>
<u>Topic</u>
<p><u>Meeting Agenda:</u> The Board reviewed the meeting agenda. The agenda was approved as presented.</p>
<p><u>Fire Safety Commendation Award Ceremony:</u> Brian Dorr, representing the Sons of the American Revolution, delivered a presentation to honor those involved in the Palisades Fire response. He was joined by Mick Hersey, Fred Gilbert, and Hugh Tucker in presenting awards to Battalion Chief Alex Hickey, Lieutenant Scott Trueblood, and Firefighter Alex Cryder for their efforts. An additional award recognizing the district's overall response to the Palisades Fire was accepted on behalf of the District by Chief LaGrandeur. Lastly, Station 81 was recognized for its patriotism, with the award accepted on behalf of NKF&R by Firefighter Charlie Hough.</p>
<p><u>Meeting Minutes:</u> A review of the meeting minutes from June 9th, 2025, Regular Board Meeting was conducted. The minutes were approved as presented.</p>
<p><u>Blanket Voucher Approval (BVA):</u> The following batch was presented for approval: BVA Batch #6.2 for \$279,523.17, BVA Batch #6.3 for \$59,145.21, and BVA Batch #6.7 for \$109,186.73. Voucher batches #6.4-6.6 were for the reissuances of checks that were previously approved in other batches but that needed to be voided. Commissioner Pearson provided an overview of the expenses.</p>
<p><u>Public Comment:</u> Chair Huntington called for public participation. There was none.</p>
<p><u>Resolution:</u></p> <p>2025-02 – Public Records Index: DAS Patti reviewed the resolution with the Board and explained that, historically, we have had it in policy that maintaining a public records index would create an undue burden and therefore has not been required. Attorney Brian Snure recommended formalizing this position through a resolution that outlines the associated costs of creating and maintaining such an index. DAS Patti shared those estimated costs with the Board during the discussion. It was unanimously agreed to pass the resolution.</p>
<p><u>Old Business:</u></p>

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Kitsap 911 Funding Formula: Chief LaGrandeur reviewed the proposed funding formula with the board and wanted to address any concerns that they may have. Commissioner Gregory had a few questions she had previously spoken with the Chief about, and her questions were answered at that time. He stated that the formula is going in front of Kitsap 911 Board of Directors at their next meeting on July 1st.

New Business:

Kitsap County Fire Code Adoption: Chief LaGrandeur shared that the Fire Marshal successfully secured approval for the latest update to the Kitsap County Fire Code from the County Commissioners on June 9th. He noted that one of the most significant changes impacting fire agencies involves access requirements for residential developments. Any development consisting of one- or two-family dwellings with more than 100 units will now be required to have a secondary access road. An exception allows up to 250 units on a single access road if all homes are equipped with fire sprinkler systems. However, once a development exceeds 250 units, a second access road will be mandatory regardless of sprinkler installation. Another notable update pertains to aerial apparatus access: any building taller than 30 feet—typically commercial structures—must now have an access road at least 26 feet wide, positioned 15 to 30 feet from the building.

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

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 30 minutes. Commissioner Huntington stated that Chief LaGrandeur will be joining the executive session and there will be no action taken following the adjournment.

Called to Order: 7:27 pm by Commissioner Huntington

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

Adjourned: 7:57 p.m._by Commissioner Huntington

Commissioner Huntington resumed the regular meeting at 7:57 p.m.

Executive Session Action: No action taken.

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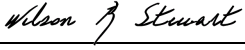
Place: Virtual Meeting using Teams

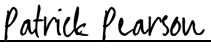

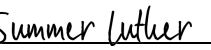
Good of the Order:

Commissioner Pearson shared that he attended the KCFTC graduation and was proud to see NKF&R's two newest employees, Chris Rovik and Connor Wall, among the graduates. Chief LaGrandeur added that both Chris and Connor will be attending Wildland Red Card training this week, and that Connor is also scheduled to begin EMT school the following week. Commissioner Pearson noted that the graduation was very well attended and commended Division Chief of Training Michael Mock for doing an excellent job as master of ceremonies. He also mentioned that Firefighter Russell Fergus was present, who was a trainer at the academy for this graduating class, along with Lt. Justin Slye and FF/PM Janelle Slye who were actively involved with taking photos/videos. He wanted to note that the department was well represented at the event.

Commissioner Stewart noted that the regular Kitsap County Fire Commissioners meeting is scheduled for tomorrow evening, during which County Assessor Phil Cook will present and provide preliminary estimates for the upcoming year. He also shared that the memorial service for Eric Quitslund was beautifully done and very well attended. Eric was deeply involved in the community through both the fire service and the local school district.

There being no further business to conduct, **the meeting was adjourned at 8:04 p.m.**

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06/23/25 - Regular Meeting

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

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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: Tate	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of the Minutes for 06/09/2025	Motion by Commissioner: Stewart	Motion to approve the minutes as presented.
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution 2025-02 – Public Records Index	Motion by Commissioner: Gregory	Motion to approve resolution as presented.
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Voucher Approval: BVA Batch 6.2 for \$279,523.17 BVA Batch 6.3 for \$59,145.21 BVA Batch 6.7 for \$109,186.73	Motion by Commissioner: Pearson	Motion to approve the BVAs as presented.
	2 ND by Commissioner: 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 8:04 p.m.

06/23/25 - Regular Meeting

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

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	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: