

NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS

Date: 06/27/16

Time: 7:15 p.m.

Place: 26642 Miller Bay Rd. NE, Kingston, WA

Meeting called to order by Vice Chair Neupert at 7:15 p.m.

Present: Commissioner Neupert, Commissioner Pearson, Commissioner Espinosa, Commissioner Stewart, Chief Smith, Assistant Chief LaGrandeur, Community Services Specialist Laboda, FF/PM Thompson and Tom Curley

Topic	Action	Assigned to/ Deadline
The <u>Acceptance of the Agenda</u> —was conducted. Vice Chair Neupert asked the BOC to look at the agenda to see if there are any additions or deletions on the agenda that needs to be made. Chief Smith requested to add the following item under New Business: <u>Mini Remodel</u> . The Agenda was approved as amended. Approved	*MSC	
The approval of <u>Minutes of the June 13, 2016 Regular Meeting</u> —was conducted. The Minutes were approved as presented. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 479461 in the amount of \$51,159.20</u> —was reviewed. Approved	*MSC	
<u>Resolutions</u> —There was none.		
<u>Public Participation</u> —Vice Chair Neupert called for Public Participation. There was none.		
<u>Correspondence: (FYI)</u> — <i>the documents were circulated among the BOC.</i> There was none.		
<u>Unfinished Business:</u> <ul style="list-style-type: none"> • <u>Board Policies Review, Revision and Discussion</u>—was conducted. <ul style="list-style-type: none"> ➤ <u>Board of Commissioner Responsibilities</u>—was reviewed and approved as amended. The Board asked A/A Moran to change the 	*MSC	

06/27/16—Regular Meeting

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

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<p>word Guide to a Policy along with changing the number. In addition, the Board requested to <u>change</u> the following sentence on page 1 under the bullet "Board members shall comply with the following responsibilities: Show confidence in the district and staff to <u>Support the district and staff</u>. Also, the Board requested to make the following changes under the item Policy Infractions, below the "Third Infraction:"</p> <ul style="list-style-type: none"> ➤ Change the first sentence to read as follows: <u>A statement will be read into the district minutes listing the number of times and the policies and/or responsibilities that were not followed.</u> ➤ Add the following bullet: <u>The Commissioner will have the opportunity to file a written rebuttal.</u> 		
<ul style="list-style-type: none"> • <u>II.A between North Kitsap Fire & Rescue & Port Ludlow Fire & Rescue regarding Marine 81 (old)</u>—Chief Smith stated that the transition of Marine 81 (old) to Port Ludlow Fire & Rescue went smoothly. Chief Smith stated that training took place for the Port Ludlow staff. 		
<ul style="list-style-type: none"> • <u>Hiring Status for the following positions: Firefighter, Lieutenant and Battalion Chief</u>—Commissioner Pearson asked how the hiring process for the Firefighter, Lieutenant and Battalion Chief is going. A/C LaGrandeur stated that two conditional offer of employment were given to Kaleb Murray and Janelle Randles for the entry level position of firefighter. Chief LaGrandeur stated that by the end of next week, the Lieutenant and Battalion positions will be filled. 		
<p><u>New Business:</u></p> <ul style="list-style-type: none"> • <u>Mini Remodel</u>—Chief Smith stated that there will be mini remodeling at Station 81 in preparation of our new organizational structure. Chief Smith stated that we are running out of office space. Chief Smith stated that the current plan is to make the following changes: <p style="margin-left: 40px;">06/27/16—Regular Meeting *Motion Moved / Seconded / Carried (See attached Motion Sheet)</p>		

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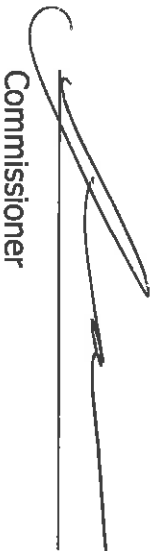
<p> ➤ In the current workroom, divide it into two rooms by putting up a solid wall ➤ Firefighters workroom and ACC will use the small portion of the meeting room ➤ Board meetings will be held in the larger portion of the meeting room ➤ We will have to eventually expand our phone system Discussion ensued. Chief Smith asked if the Board is okay with the remodeling. The Board stated that they have no objection. At this time, no motion was made. </p>		
<p> Public Participation—Vice Chair Neupert called for Public Participation. There was none. There being no further business to conduct, the meeting was adjourned at 7:53 p.m. Approved </p>	*MSC	



 Commissioner


 Commissioner


 Commissioner

Commissioner


 Commissioner


 Attest

06/27/16—Regular Meeting
 *Motion Moved / Seconded / Carried (See attached Motion Sheet)

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MOTION SHEET - 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: June 27, 2016 **Time:** 7:15 p.m.
ACTION ITEMS

Topic	Motion	
The Acceptance of the Agenda	Motion by Commissioner: Pearson	Motion to approve the Agenda as amended
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Minutes 06/13/16 Regular Meeting	Motion by Commissioner: Stewart	Motion to approve the Minutes of June 13, 2016 as presented
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 479461 - \$51,159.20	Motion by Commissioner: Stewart	Moved to approve: BVA No. 479461 in the amount of \$51,159.20
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Board of Commissioner Responsibilities	Motion by Commissioner: Pearson	Motion to approve the following policy as amended: Board of Commissioner Responsibilities
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

06/27/16—Regular Meeting
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MOTION SHEET - 2 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: June 27, 2016 **Time:** 7:15 p.m.
ACTION ITEMS

Topic	Motion	Motion to adjourn the meeting at 7:53 p.m.
Adjourn Meeting	Motion by Commissioner: Pearson	
	2 ND by Commissioner: Stewart	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	Carried/Vote	
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:

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06/27/16—Regular Meeting
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