

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

Date: 12/12/16
Time: 7:15 p.m.
Place: 26642 Miller Bay Rd. NE, Kingston, WA

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

Present: Commissioner Gregory, Commissioner Pearson, Commissioner Neupert, Commissioner Espinosa, Commissioner Stewart, Chief Smith, A/C LaGrandeur, A/C Moran, Community Services Specialist Laboda, FF/PM Matt Thompson, and Tom Curley

<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
The <u>Acceptance of the Agenda</u> —was conducted. Chair Gregory 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. The agenda was approved as presented. Approved	*MSC	
The approval of <u>Minutes of the November 28, 2016 Regular Meeting</u> —was conducted. Commissioner Stewart stated that there is one correction that needs to be made in the minutes. Commissioner Stewart stated that the following sentence on page one should read as follows: Meeting called to order by <u>Chair Gregory at 7.15 p.m.</u> instead of Commissioner Stewart because he was in Mexico. The Minutes were approved as amended. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 487020 in the amount of \$31,815.34; BYA No. 487115 in the amount of \$8,991.04; Monthly Financial Report</u> —was reviewed. Approved	*MSC	
<u>Resolutions</u> —There were no Resolutions.		
<u>Payroll for December, 2016 in the amount of \$401,321.40</u> —was reviewed. Chair Gregory circulated the document to the Board to review. Approved	*MSC	
<u>Public Participation</u> —Chair Gregory called for Public Participation. There was none.		
<u>Correspondence: (FYI)</u> —		
<ul style="list-style-type: none"> • 2017 Saturday Snure Seminars—Chair Gregory circulated the document for the Board of Commissioners to review. Chair Gregory stated that the 2017 Saturday Snure Seminars are on the following dates: February 4, 12/12/16—Regular Meeting 		

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

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2017, February 11, 2017 & February 25, 2017.

Chief's Report—

<ul style="list-style-type: none"> • Board Retreat—Chief Smith stated that the staff has been spending their time the last couple of weeks in preparation of the Board Retreat on Saturday, November 17, 2016. 		
<ul style="list-style-type: none"> • Service Agreement – Re: Emergency Communication Services— was conducted. Chief Smith distributed a copy of the service agreement with Cencom for the Board to review. Chief Smith stated that he would like for the Board to approve the Service Agreement for Cencom tonight. In addition, he would need Chair Gregory's signature on the document. Discussion ensued. Commissioner Neupert made a motion to approve the service agreement and Commissioner Stewart seconded the motion. Approved 	*MSC	
<ul style="list-style-type: none"> • Two new engines—A/C Moran stated that Robert Lacey, Chief Smith and he went to South Dakota to do a final inspection of the two new engines which were on the final phase. A/C Moran stated that the new engines are beautiful and that they spent hours going through the new engines. A/C Moran stated that they did find items that will need to be corrected. Since we returned from South Dakota, they have been in contact through email, pictures and emails to show that the items on the list are being fixed. A/C Moran couldn't believe how much time it took to inspect an engine. A/C Moran stated that Robert Lacey did a great job on inspecting the new engines. A/C Moran stated that the new engines are now at Hillsboro, Oregon. They will be completing the following items: pump test, they will run every system in the engine, and the engines will be detailed out. Then they will drive the engines to Lacey to install the radio headsets etc. A/C Moran stated that the engines hopefully will be in service the second week in January, 2017. 		
<ul style="list-style-type: none"> • Storage space—A/C Moran stated that we will be renting storage space at the Zimmer Business Park for \$1,000 from January, 2017 through March, 2017. Commissioner Pearson asked what stations the new engines will be assigned to. A/C Moran stated that probably the new engines will be going to Station 84 & Station 89. 		
<ul style="list-style-type: none"> • ESO Training—A/C LaGrandeur stated that the ESO training has been completed last week and should begin using the new software in January, 2017. A/C LaGrandeur that the crew seems to like the new software. 		

12/12/16—Regular Meeting

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

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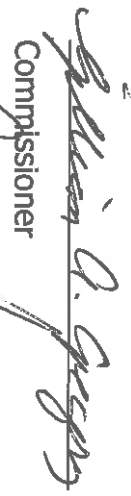
<ul style="list-style-type: none"> • Recruit Academy Graduation—A/C Moran stated that the Recruit Academy Graduation will be on Saturday, December 17, 2016 at 3:00 p.m. 		
<ul style="list-style-type: none"> • Local 2819—Chief Smith stated that Local 2819 along with the bargaining unit has begun discussing potential consolidation. Chief Smith asked for FF/PM Matt Thompson to give a report to the Board. Matt Thompson stated that Local 2819 is in the early stage. Matt Thompson stated that he wanted to notify the Board that Local 2819 has created a committee to include the Vice Presidents and the President along with a member from each department. We are planning to meet once or twice a month. Our goal is to find out ways to work together as a union to work well as one. Maybe as we get to that point, we will try to present it as a package to the Chief and then the Board. Our goal is to find improvements and long term benefits from a membership and a district perspective. Discussion ensued. 		
<p>Unfinished Business:</p> <ul style="list-style-type: none"> • There was no Unfinished Business to discuss. 		
<p>New Business:</p> <ul style="list-style-type: none"> • 2017 Expense Budget—Chief Smith stated that the 2017 Expense Budget will be tabled until the next meeting on December 27, 2016. Chief Smith stated he has a Budget Committee Meeting scheduled for tomorrow morning. After the Budget Committee meeting, he will e-mail the budget to the Board to review and approve for the next meeting on December 27, 2016. • Service Agreement – Re: Emergency Communication Services—was discussed during the Chief’s Report. 		
<p>Public Participation—Chair Gregory called for Public Participation. There was none.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 7:51 p.m. Approved</p>	*MSC	

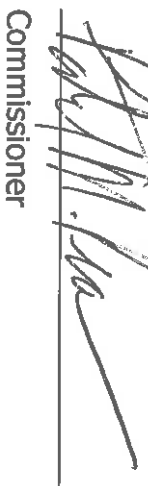
NORTH KITSAP FIRE & RESCUE
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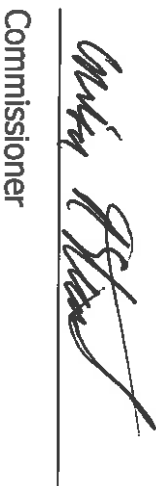
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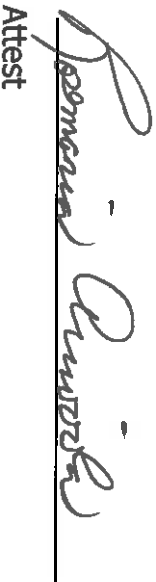

Commissioner


Commissioner


Commissioner


Commissioner


Commissioner


Attest

**NORTH KITSAP FIRE & RESCUE
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MOTION SHEET - 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: December 12, 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 presented
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Minutes 11/28/16 Regular Meeting	Motion by Commissioner: Pearson	Motion to approve the Minutes of November 28, 2016 as amended
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 487115 - \$8,991.04	Motion by Commissioner: Stewart	Motion to approve: BVA No. 487115 in the amount of \$8,991.04
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 487020 - \$31,815.34	Motion by Commissioner: Pearson	Motion to approve: BVA No. 487020 in the amount of \$31,815.34
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

12/12/16—Regular Meeting

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

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MOTION SHEET - 2 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: December 12, 2016 **Time:** 7:15 p.m.
ACTION ITEMS

Topic	Motion	
Payroll for December, 2016 in the amount of \$401,321.40	Motion by Commissioner: Pearson	Motion to approve the payroll for December, 2016 on the amount of \$401,321.40
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Service Agreement - Re: Emergency Communication Services	Motion by Commissioner: Neupert	Motion to approve Kitsap 911 Service Agreement
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjournment	Motion by Commissioner: Pearson	Motion to adjourn the meeting at 7:51 p.m.
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" 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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