

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

Date: 02/13/17

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 Neupert, Commissioner Pearson, Commissioner Gregory, Commissioner Espinosa, Commissioner Stewart, Chief Smith, A/C LaGrandeur, A/C Moran, Community Services Specialist Laboda, B/C Murray, Lt. Mike Mock 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 January 23, 2017 Regular Meeting</u> —was conducted. The Minutes were approved as presented. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 489829 in the amount of \$20,637.82; BVA No. 490011 in the amount of \$80,146.37; Monthly Financial Report</u> —was reviewed. Approved	*MSC	
<u>Resolution No. 2017-04 Declaration of Surplus Equipment</u> —was conducted. A/C Moran stated that the equipment is for LifePak 12 which are going for trade-in towards the new LifePak 12.	*MSC	
<u>Payroll for February, 2017 in the amount of \$427,205.99</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> — <i>the documents were circulated among the BOC</i>		
<ul style="list-style-type: none"> • <u>Washington Fire Commissioners Association Region 9 Spring Workshop</u>—Chair Gregory stated that the Region 9 Workshop is on Saturday, March 18, 2017 at the Clallam County Fire District #4 from 8:00 a.m. to 2:30 p.m. 		

02/13/17—Regular Meeting

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

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<ul style="list-style-type: none"> • Washington State Risk Management Group—Chair Gregory stated that the Fire Chief and Commissioner Board received a thank you letter for attending the Active Shooter Preparedness Seminar on February 8, 2017. Chair Gregory asked who attended the seminar. A/C Moran stated that Captain Steve Engle was the person who attended the seminar. 		
<p>Chief's Report—</p> <ul style="list-style-type: none"> • ESO Incident Reporting System—A/C LaGrandeur stated that the crew started using the ESO Incident Reporting System at midnight on February 1, 2017. It has gone without a hitch for the most part. We have had a few issues but nothing crippling for incident reporting. A/C Lagrandeur stated that we had a bit of advantage because Central Kitsap Fire & Rescue & Poulsbo Fire Departemt started using ESO Incident Reporting System on January 1, 2017. The two fire departments worked out a few of the bugs especially with Cencom. It is very different than the system that we have been using. We are trying to figure out exactly what it does and figuring out what reports we can create, etc. A/C LaGrandeur stating that so far we are happy with the product. 		
<ul style="list-style-type: none"> • Blue Water Inn Fire—A/C LaGrandeur stated that we had a fire at the Blue Water Inn. A/C LaGrandeur stated that B/C Murray was the incident commander on that fire and that the crew did an outstanding job. All things consider, in his personal opinion, it was the best operation that he has ever seen in this department; it was phenomenal. A/C LaGrandeur stated that there was no injuries with either the crew or the citizens. A/C LaGrandeur stated that the fire is under investigation by the fire marshal department and that the investigator came today to talk to the crew. Commissioner Stewart stated that he heard a very nice compliment from Chief Griffin about the fire, the response and how well it was put out. Discussion ensued. 		
<ul style="list-style-type: none"> • Hazmat Operations Testing—A/C Moran stated that hazmat operations testing will be occurring this weekend at St. 81 for the last academy. They have to pass a written test on Friday night and a practical test on Saturday. Hopefully, we will get through that; it has been a real sticking point over the last year, the hazmat portion for the Firefighter I certification. We will see how it goes on Saturday. 		

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<ul style="list-style-type: none"> • <u>New Engines</u>—A/C Moran stated we have received all the tools and equipment hose for the new engines last week. A/C Moran stated that we still have training for staff before we put the new engines in service. The crew will have to do a road test drive and take it to the drill ground to do some pumping before we put it in service. A/C Moran stated we are aiming to put the new engines in service by the end of March, 2017. Commissioner Neupert asked if the top leak situation got resolved. A/C Moran stated that it has been completed and done. 		
<ul style="list-style-type: none"> • <u>Old Engine</u>—Commissioner Neupert asked how much did we get for the old engine from Stokes. A/C Moran stated that he hasn't had a chance to talk to Robert. A/C Moran stated that he will give the Board an update at the next meeting. 		
<ul style="list-style-type: none"> • <u>Surface Pro 4</u>—Chief Smith stated that A/C Moran is in the process of ordering the Surface Pro 4 for the Board. 		
<ul style="list-style-type: none"> • <u>Fire that occurred 20 years ago</u>—Chief Smith stated that a fire that occurred 20 years ago, may be an issue here in the near future. Chief Smith stated that Bay View Estates has not made the necessary changes to be in compliance according to the county ordinance. Chief Smith stated that he would like the Board's support to make Bay View Estates make the changes or bring in the County Fire Marshal to enforce the county ordinance. Commissioner Neupert stated that he feels that we should just turn it over to the Fire Marshal. Chief Smith stated that he would like to be able to work together with the Fire Marshal in resolving this issue. 		
<p><u>Unfinished Business:</u></p> <ul style="list-style-type: none"> • There was no Unfinished Business to discuss. 		
<p><u>New Business:</u></p> <ul style="list-style-type: none"> • <u>Public Meeting Room – Station 81</u>—Chief Smith stated that we want to know from the Board are there expectation in renting our meeting room. Chief Smith stated that occasionally we get an agency who asks us to rent the meeting room. Chief Smith suggested maybe government to government usage. Chief Smith stated that he would like to hear the Board's thought's. Commissioner Stewart stated that the only concern that he has is government to government exchange. Commissioner Neupert suggested non-public meetings 		

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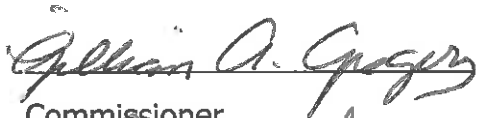
<p>government to government; not a public meeting. Chair Gregory stated that she is concerned about our presentation to the agency who wants to rent the meeting room. Staff Assistant Ariwoola stated that we had one yesterday inquiring about the room and Kathy explained why we aren't renting the space out. The gentleman didn't seem to be upset. Discussion ensued. After discussion, Commissioner Neupert made a motion and Commissioner Stewart seconded the motion. Approved</p>	<p>*MSC</p>	
<ul style="list-style-type: none"> • <u>Future Funding Options</u>—Chief Smith presented a presentation regarding three different funding options for the Board to consider and decide which one would be the best for NKFR to implement. Each option provided different scenarios. Chief Smith stated that our assessed value is still not at the same as it was in 2009. Discussion ensued and questions were asked by the Board. After the presentation, Chief Smith stated that he would e-mail the document to the Board. Chair Gregory asked the Board to review the information and come with any questions at the next Commissioner meeting on February 27, 2017 to be able to make a decision regarding which option would be best for the fire department. Chair Gregory stated that discussion will continue from the Board Retreat at the next Commissioner Meeting. Please come with any ideas or questions that you may have for Chief Smith. 		
<p><u>Public Participation</u>—Chair Gregory called for Public Participation. There was none.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 8:38 p.m. Approved</p>	<p>*MSC</p>	

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Commissioner



Commissioner



Commissioner

Commissioner



Commissioner



Attest

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MOTION SHEET- 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: February 13, 2017 **Time:** 7:15 p.m.

ACTION ITEMS

Topic	Motion	
The Acceptance of the Agenda	Motion by Commissioner: Stewart	Motion to approve the Agenda as presented
	2 ND by Commissioner: Pearson	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Minutes 01/23/17 Regular Meeting	Motion by Commissioner: Neupert	Motion to approve the Minutes of 1/23/17 as presented
	2 ND by Commissioner: Stewart	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 489829 - \$20,637.82 BVA No. 490011 - \$80,146.37	Motion by Commissioner: Pearson	Motion to approve: BVA No. 489829 in the amount of \$20,637.82 BVA No. 490011 in the amount of \$80,146.37
	2 ND by Commissioner: Stewart	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2017-04 Declaration of Surplus Equipemnt	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2017-04 Declaration of Surplus Equipment
	2 ND by Commissioner: Neupert	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

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MOTION SHEET- 2 of 2

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Date: February 13, 2017 **Time:** 07:15 p.m.

ACTION ITEMS

Topic	Motion	
Payroll for February, 2017 in the amount of \$427,205.99	Motion by Commissioner: Pearson	Motion to approve the payroll for February 2017 in the amount of \$427,205.99
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Public Meeting Room - Station 81	Motion by Commissioner: Neupert	Motion to longer offer our space to the general public. If it is rented out on a rare occasion, the same fee applies as the Village Green Community Center. In addition, no food allowed and no usage of the AV equipment
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Pearson	Motion to adjourn the Meeting at 8:38 p.m.
	2 ND by Commissioner: Neupert	
	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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