

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

Date: 06/11/18

Time: 7:00 p.m.

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

Meeting called to order by Chair Neupert at 7:00 p.m.

Present: Commissioner Neupert, Commissioner Pearson, Commissioner Stewart, Commissioner Huntington, Commissioner Gregory, Chief Smith, A/C LaGrandeur, A/C Moran, Community Services Specialist Laboda and Tom Curley

<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
The <u>Acceptance of the Agenda</u> —was conducted. 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. The agenda was approved as presented. Approved	*MSC	
The approval of <u>Minutes of the May 29, 2018 Regular Meeting</u> —was conducted. The Minutes were approval as presented. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 512902 in the amount of \$18,388.19; BVA No. 512904 in the amount of \$48,789.22</u> —was reviewed. Approved	*MSC	
<u>Payroll for June, 2018 in the amount of \$448,120.10</u> —was reviewed. Chair Neupert circulated the document to the Board to review. Approved	*MSC	
<u>Public Participation</u> —Chair Neupert called for Public Participation. There was none.		
<p><u>Chief's Report</u>—</p> <ul style="list-style-type: none"> <u>Washington State Rating Bureau Visit (WSRB)</u>—Chief Smith stated that the Administrative Staff have been actively working in preparation in gathering information for WSRB's visit on June 18, 2018. Chief Smith stated that A/C Moran and he attended a conference in Tri-Cities. During the conference, they attended a class presented by WSRB. Chief Smith stated that according to WSRB changes will be coming in 2019. Questions were asked by the Board. 		

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<ul style="list-style-type: none"> • <u>May call volume</u>—A/C Lagrandeur stated that we had 239 response calls in May, 2018. A/C LaGrandeur stated 64% of those calls were EMS calls and 36% were Fire calls. 		
<ul style="list-style-type: none"> • <u>Residential Structure Fire</u>— A/C LaGrande3ur stated that the crew responded to one residential structure fire in May. A/C LaGrandeur stated that there was no firefighter or civilian injures. 		
<ul style="list-style-type: none"> • <u>Operation Report:</u> <u>Overtime</u>—A/C LaGrandeur stated that the overtime hours in May, 2018 was 391.75 hours. A/C LaGrandeur stated that the overtime was down significantly from April, 2018. A/C LaGrandeur stated that the majority of the overtime was for shift coverage due to several people out due to injuries. A/C LaGrandeur stated that we had five people out at one point last month; now we are down to 2 people. A/C LaGrandeur stated that one of the individual is FF.PM Craig Barnard, who is on FMLA following the birth of his new baby. 		
<ul style="list-style-type: none"> • <u>Status report on requested items</u>—None for this meeting. 		
<ul style="list-style-type: none"> • <u>District activity/projects</u>—A/C LaGrandeur stated that A89 was involved in an accident on May 31, 2018 in Silverdale while transporting a patient to Harrison Medical Hospital. A/C LaGrandeur stated that one firefighter had minor injuries. A/C LaGrandeur stated that the patient did not have any injuries from the accident. In addition, there were minor damage to the bumper. A/C LaGrandeur stated that after a quick investigation by Washington State Patrol, A89 was able to complete the transport. 		
<ul style="list-style-type: none"> • <u>Training – Firefighter 2</u>—A/C Moran stated that he has been working on getting individuals who are currently Firefighter 1 to Firefighter 2. The Firefighter 2 testing will be on June 23, 2018 & June 24, 2018. A/C Moran stated that there are 6 employees left to obtain their Firefighter 2 status. 		

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<ul style="list-style-type: none"> • <u>Two New Medic/aid units</u>—A/C Moran stated that the two new medic/aid units will be on the production line soon. A/C Moran stated that the two new Medic/Aid units could arrive as early as October, 2018. In addition, A/C Moran stated that the Lease Agreement was approved. 		
<ul style="list-style-type: none"> • <u>Meeting between Port Ludlow Fire & Rescue, East Jefferson Fire & Rescue & North Kitsap Fire & Rescue</u>—Commissioner Gregory asked if the three Fire Chiefs had a chance to meet. Chief Smith responded that there the Fire Chiefs haven't had a chance to meet. 		
<ul style="list-style-type: none"> • <u>Labor Management Committee</u>—Commissioner Gregory stated that the Labor Management Committee is scheduled to meet twice a year. Commissioner Gregory asked A/C LaGrandeur if they can get together after the meeting to schedule a date to hold a Labor Management Committee meeting. 		
<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>Renewal of Insurance</u>—was conducted. Chair Neupert stated that the renewal of the insurance for June 1, 2018 to May 31, 2019 will be \$113,473 which includes Terrorism. Commissioner Pearson had a question regarding pumper/tender versus a tender. Chief Smith explained the difference between the two. Commissioner Stewart had a question regarding the boat that is currently at Port Ludlow Fire & Rescue pertaining to coverage of insurance. Chief Smith stated that Port Ludlow Fire & Rescue is covering the insurance for the boat. Approved 	*MSC	
<p><u>Public Participation</u>—Chair Neupert called for Public Participation. There was none.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 7:33 p.m. Approved</p>	*MSC	

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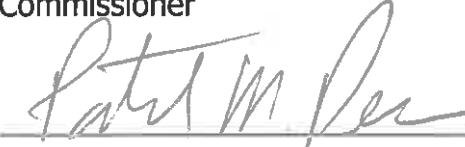
Place: 26642 Miller Bay Rd. NE, Kingston, WA



Commissioner



Commissioner



Commissioner



Commissioner



Commissioner



Attest

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MOTION SHEET- 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: June 11, 2018 **Time:** 7:00 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: Gregory	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Minutes 05/29/18 Regular Meeting	Motion by Commissioner: Pearson	Motion to approve the Minutes of 05/29/18 as presented
	2 ND by Commissioner: Huntington	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: "A" Stewart
BVA No. 512902 - \$18,388.19 BVA No. 512904 - \$48,789.22	Motion by Commissioner: Pearson	Moved to approve: BVA No. 512902 in the amount of \$18,388.19 BVA No. 512904 in the amount of \$48,789.22
	2 ND by Commissioner: Huntington	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll for June, 2018 in the amount of \$448,120.10	Motion by Commissioner: Pearson	Motion to approve the payroll for June, 2018 in the amount of \$448,120.10
	2 ND by Commissioner: Gregory	
	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

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

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ACTION ITEMS

Topic	Motion	
Renewal of Insurance	Motion by Commissioner: Huntington	Motion to approve the Insurance
	2 ND by Commissioner: Stewart	
	Carried/Vote	
Adjourn Meeting	Motion by Commissioner: Pearson	Motion to adjourn the Meeting at 7:33 p.m.
	2 ND by Commissioner: Huntington	
	Carried/Vote	
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	

* O = Opposed; A = Abstention