

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

Date: 12/10/18
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 Huntington, Chief Smith, A/C LaGrandeur, Community Services Specialist Laboda, B/C Abrigo, FF/PM Dukes 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. Commissioner Pearson made a motion to approve the Agenda as presented and Commissioner Huntington seconded the motion. Approved	*MSC	
The approval of <u>Minutes of the November 26, 2018 Regular Meeting</u> —was conducted. The Minutes were approval as presented. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 521016 in the amount of \$30,941.24; BVA No. 521193 in the amount of \$201,216.38; BVA No. 521194 in the amount of \$12,925.33; BVA No. 521196 in the amount of \$416.00; Monthly Financial Report</u> —was reviewed. Approved	*MSC	
<u>Payroll for December, 2018 in the amount of \$466,949.60</u> —was reviewed. Chair Neupert circulated the document to the Board to review. Approved	*MSC	
<u>Resolution No. 2018-15 – 2019 Regularly Scheduled Meeting Dates</u> —was conducted. Approved	*MSC	
<u>Resolution No. 2018-16 Declaration of Surplus Equipment</u> —was conducted. Approved	*MSC	
<u>Public Participation</u> —Chair Neupert called for Public Participation. There was none.		

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<p><u>Correspondence: (FYI)— (Chair Neupert circulated the document to the Board to review)</u></p> <ul style="list-style-type: none"> • <u>WFCA E-Notice; 2019 WFCA Conference / 2019 Snure Seminars / Commissioner Compensation</u> • <u>Letter from the State of Washington – Public Disclosure Commission</u>—was discussed at a previous meeting. • <u>E-mail from Brian Snure regarding the Employee Cafeteria Plan</u>—Chair Neupert stated that A/A Moran reported that we received good news from Brian Snure pertaining to our Cafeteria Plan. A/A Moran stated that Brian Snure responded that everything looks good. 		
<p><u>Chief’s Report—</u></p> <ul style="list-style-type: none"> • <u>American Medical Response Strike (AMR)</u>—Chief Smith stated that there is a contingency plan to assist Seattle Fire Department in case AMR strikes on December 21, 2018. Chief Smith stated that 23 units are committed throughout the Region to help Seattle Fire Department in case AMR strikes. Chief Smith stated that Seattle Fire Department will reimburse each of the fire departments that assist during the strike. Chief Smith stated that the plan is to put a 12 hour shift plus transportation; two shifts per week per agency. Chief Smith stated that they are thinking about putting an MSO at the hospital. Chief Smith stated that Seattle Fire Department will provide radios. Questions were asked by the Board. Chief Smith stated that hopefully it will all work out and AMR will not strike. 		
<ul style="list-style-type: none"> • <u>November call volume</u>—A/C Lagrandeur stated that we had 252 response calls in November, 2018. A/C LaGrandeur stated 64% of those calls were EMS calls and 36% were Fire calls. Commissioner Pearson asked for clarification regarding the 36% that were Fire calls. A/C LaGrandeur that the 36% Fire calls were due to wires down, non-emergency accidents, etc. 		
<ul style="list-style-type: none"> • <u>Operation Report:</u> <u>Overtime</u>—A/C LaGrandeur stated that the overtime hours in November, 2018 was 852 hours. A/C LaGrandeur stated that 630 hours were due to sending members to the wildland deployment to California, for which NKFR will receive reimbursement. A/C LaGrandeur stated that the total for NKFR was 185 hours of Overtime and 37 hours of comp time earned. 		

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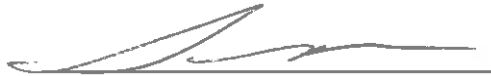
<ul style="list-style-type: none"> • <u>Status report on requested items</u>—None for this meeting. 		
<ul style="list-style-type: none"> • <u>District activity/projects</u>—None for this meeting. 		
<p><u>Unfinished Business:</u></p> <ul style="list-style-type: none"> • There was no Unfinished Business to discuss. 		
<p><u>New Business:</u></p> <ul style="list-style-type: none"> • <u>2019 Budget Request</u>—Chief Smith distributed a copy of the 2019 Budget Request to the Board. Questions were asked by the Board. Chief Smith stated that there will be a supplemental budget that deals with Capital Projects to be submitted to the Board next January, 2019. Commissioner Huntington made a motion to adopt the 2019 Budget Request and Commissioner Pearson seconded the motion. Chair Neupert called for a roll call; Commissioner Pearson replied “yes”, Commissioner Huntington replies “yes”, Chair Neupert replied “yes.” The motion passed. Approved 	<p>*MSC</p>	
<ul style="list-style-type: none"> • <u>Commissioners Uniform</u>—Community Services Specialist Laboda is requesting sizes from each Commissioners. Community Services Specialist Laboda is requesting for each commissioner to e-mail her regarding your sizes and your preference of uniform. 		
<ul style="list-style-type: none"> • <u>Administrative Contract</u>—Chief Smith stated that he would like to make an amendment to the Administrative Contract and increase the Administrative employees’ salary from 2% to 3% for the next year. Chief Smith stated that the resolution and the amendment to the contract will be presented to the Board on January 14, 2019. The Board was all in an agreement. 		
<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 7:57 p.m. Approved</p>	<p>*MSC</p>	

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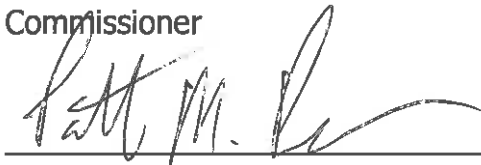
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Commissioner



Commissioner



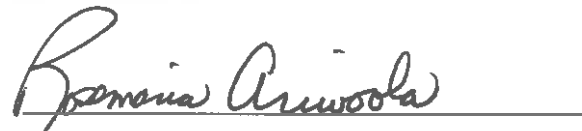
Commissioner



Commissioner



Commissioner



Attest

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

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: December 10, 2018 **Time:** 7:00 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: Huntington	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Minutes 11/26/18 Regular Meeting	Motion by Commissioner: Huntington	Motion to approve the Minutes of 11/26/18 as presented
	2 ND by Commissioner: Pearson	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 521016 - \$ 30,941.24 BVA No. 521193 - \$201,216.38 BVA No. 521194 - \$ 12,925.33 BVA No. 521196 - \$ 416.00	Motion by Commissioner: Pearson	Moved to approve: BVA No. 521016 in the amount of \$ 30,941.24 BVA No. 521193 in the amount of \$201,216.38 BVA No. 521194 in the amount of \$ 12,925.33 BVA No. 521196 in the amount of 416.00
	2 ND by Commissioner: Huntington	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2018-15; 2019 Regularly Scheduled Meeting Dates	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2018-15; 2019 Regularly Scheduled Meeting Dates
	2 ND by Commissioner: Huntington	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

12/10/18—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

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ACTION ITEMS

Topic	Motion	
Resolution No. 2018-16 Declaration of Surplus Equipment	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2018-16 Declaration of Surplus Equipment
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll for December, 2018 in the amount of \$466,949.60	Motion by Commissioner: Pearson	Motion to approve the payroll for December, 2018 in the amount of \$466,949.60
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
2019 Budget Request	Motion by Commissioner: Huntington	Motion to adopt 2019 Budget Request as presented
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Huntington	Motion to adjourn the Meeting at 7:57 p.m.
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

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12/10/18—Regular Meeting

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