

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

**Date:** 02/14/19

**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 Gregory, Chief Smith, A/C LaGrandeur, A/C Moran, Michele LaBoda, B/C Abrigo, Lieutenant Cooney, and FF/PM Dukes

<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 with the correction of the date of 2/14/19. <b>Approved</b>	<b>*MSC</b>	
The approval of <u>Minutes of the January 28, 2019 Regular Meeting</u> —Approved	<b>*MSC</b>	
The <u>Blanket Voucher Approval Batch No. 524002 in the amount of \$12,346.02; BVA No. 524267 in the amount of \$14,593.52; BVA No. 524286 in the amount of \$17,751.83; Monthly Financial Report</u> —was reviewed. <b>Approved</b>	<b>*MSC</b>	
<u>Payroll for January, 2019 in the amount of \$441,050.10</u> —was reviewed. Chair Neupert circulated the document to the BOC for review. <b>Approved</b>	<b>*MSC</b>	
<u>Public Participation</u> —Chair Neupert called for Public Participation. There was none.		
<u>Correspondence: (FYI)</u> —		
<u>Chief's Report</u> — Chief Smith to report under New Business – 2019-2022 Capital Project Expense. <ul style="list-style-type: none"> <li>• <u>Operation Report:</u>  <ul style="list-style-type: none"> <li><u>Call Volume</u>— A/C LaGrandeur stated that we had 257 incidents in January, 2019 and that 66% of those calls were EMS calls and 34% were Non-EMS.</li> </ul> </li> </ul>		

02/14/19—Regular Meeting

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

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<p>A/C LaGrandeur reported that the FINAL total incidents call for 2018 was 3,157 incidents.</p> <p><b><u>Overtime</u></b>—A/C LaGrandeur stated that the overtime hours in January, 2019 was 92 hours which includes 7 hours of comp time earned.</p> <p><b><u>Vehicles</u></b>— Chair Neupert asked if we had sold the three vehicles reported to be at Stokes Auction. AC Moran reported that they did sell and we received approximately \$21,000.00 dollars for the three vehicles.</p> <p><b><u>Status report on requested items</u></b>—A/C LaGrandeur – nothing to report</p> <p><b><u>District activity/projects</u></b>—</p> <ul style="list-style-type: none"> <li>➤ Snow event of 2/4 created 27 calls for A shift</li> <li>➤ Snow event of 2/11 created 27 calls for B shift</li> <li>➤ The call volumes stated above are approximately triple our normal call volume per day</li> <li>➤ No major structural damage to any structures but there were several weather related accidents and injuries.</li> <li>➤ We had a few firefighter injuries caused by slips/falls on ice but all were minor with minimal time loss from work.</li> </ul> <p>• <b><u>Training/Facilities/Apparatus Report</u></b>—A/C Moran stated that he did not have anything to report at this time.</p>		
<p><b><u>Unfinished Business:</u></b></p> <ul style="list-style-type: none"> <li>• None noted.</li> </ul>		
<p><b><u>New Business:</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Purchasing Policy</u></b>— Approved</li> <li>• <b><u>Surplus Equipment Policy</u></b> - Approved</li> </ul>	<p>*MSC *MSC</p>	

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<ul style="list-style-type: none"> <li>• <b><u>2019-2022 Capital Project Expense</u></b> – Approved</li> <li>• <b><u>Dialog with Suguamish Tribe/PME:</u></b> Commissioner Gregory requested that we revisit our discussions with the Tribe regarding facilities etc. There was discussion. Chief Smith will make contact to start dialog.</li> <li>• <b><u>Eglon Property for reserve rig storage.</u></b> The reserve rig storage facility at Station 87 at Eglon was discussed. Chief Smith said that there will be a feasibility study performed eventually. There will be future discussions on the priority of this project.</li> <li>• <b><u>WSRB March 1, rerate of rating.</u></b> Commissioner Gregory asked about publicity on the WSRB rerate. PIO Laboda has prepared a piece for the local paper and will be doing separate press release on March 1 to announce the news.</li> <li>• <b><u>Levy's:</u></b> Chief Smith reported that EJFR was successful with their annexation, Bainbridge Island passed their permanent EMS levy (with and escalator). The BOC confirmed that we will be going out on the ballot this fall for our EMS Levy.</li> </ul>	<p><b>*MSC</b></p>	
<p><b><u>Public Participation</u></b>—Chair Neupert called for Public Participation. There was none.</p>		
<p>There being no further business to conduct, <b>the meeting was adjourned at 8:17 p.m. Approved</b></p>	<p><b>*MSC</b></p>	

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Attest

02/14/19—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:** February 14, 2019 **Time:** 7:00 p.m.

**ACTION ITEMS**

Topic	Motion	
The Acceptance of the Agenda	Motion by Commissioner: Stewart	Motion to approve the Agenda with the corrected date of 2/14/2019
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Minutes 1/28/19 Regular Meeting	Motion by Commissioner: Stewart	Motion to approve the Minutes of 1/28/19 as presented
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: "A" Stewart
BVA No. 524002 - \$12,346.02 BVA No. 524267 - \$14,593.52 BVA No. 524286 - \$17,751.83	Motion by Commissioner: Pearson	Motion to approve: BVA No. 524002 - \$12,346.02 BVA No. 524267 - \$14,593.52 BVA No. 524286 - \$17,751.83
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll for January, 2019 in the amount of \$441,050.10	Motion by Commissioner: Pearson	Motion to approve the payroll for January, 2019 in the amount of \$441,050.10
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Purchasing Policy	Motion by Commissioner: Pearson	Motion to approve as submitted
	2 <sup>ND</sup> by Commissioner: Gregory	

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<b>MOTION SHEET- 2 of 2</b>		
<b>BOARD OF FIRE COMMISSIONERS REGULAR MEETING</b>		
Date: February 14, 2019 Time: 7:00 p.m.		
<b>ACTION ITEMS</b>		
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Surplus Equipment Policy	Motion by Commissioner: Gregory	Motion to approve as submitted
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
2019-2022 Capital Project Expense Plan was presented by Chief Smith. It encompasses all the Capital Expense items that are programmed as part of the successful M & O Ballot Measure of 2018. A portion to be accomplished with Local 123 program (upon acceptance) and other projects timed out over the four years.	Motion by Commissioner: Stewart	Motion to approve as submitted
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Pearson	Motion to adjourn the Meeting at 8:17 p.m.
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

\* O = Opposed; A = Abstention

02/14/19—Regular Meeting

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