

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

**Date:** 07/22/19

**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 Gregory, Commissioner Stewart, Commissioner Huntington, Chief Smith, A/C Moran, Community Services Specialist Laboda, and B/C Murray.

<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. <b>Approved</b>	<b>*MSC</b>	
The approval of <u>Minutes of the July 8, 2019 Regular Meeting</u> —was conducted. The Minutes were approval as presented. <b>Approved</b>	<b>*MSC</b>	
The <u>Blanket Voucher Approval Batch No. 531815 in the amount of \$62,778.37</u> <u>Monthly Financial Report</u> —attached (sent off cycle to BOC). <b>Approved</b>	<b>*MSC</b>	
<u>Public Participation</u> —Chair Neupert called for Public Participation. There was none.		
<u>Unfinished Business:</u> <ul style="list-style-type: none"> <li>• <u>EMS Levy</u>—Ballot Title and Explanatory Statement have been sent to the Kitsap County Elections department who confirmed receipt and forwarded to the Kitsap County Prosecuting Attorney. Chief Smith will be contacted with approval or if there is any issues with the language. We will be advertising for Pro and Con committees starting August 6<sup>th</sup> on our website and our headquarters front door. Poulsbo Fire will be doing the same for their committees. The committees are to be named by 8/13/2019, their statements are due on 8/20/2019 and there will be a week for rebuttals. The Board noted that they could reach out to folks they feel may be interested to encourage them to apply. There was discussion regarding letters to the Editor. It has been past practice to not have letters to the Editor from Board members since their submittal of the Ballot Title for election is their endorsement. The Pulse is to be ready for legal review and</li> </ul>		

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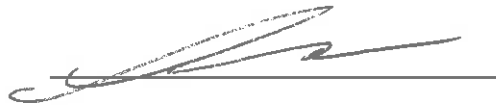
<p>board review and going to press the first week of August. The mailer will be ready for distribution and scheduled to go out the day the ballots drop. There was talk about open houses. While in the past we have not conducted open houses for EMS levy's we may be holding an annual open house, possibly in October of each year, to comply with PDC guidelines so that we don't only hold open houses when we have ballot measures.</p> <ul style="list-style-type: none"> <li>• <b><u>Director of Administrative Services</u></b> – AA Moran gave a brief report on the status of the process. A panel of 8 held interviews for 7 candidates. Chief's interviews were conducted the same day. Each interview session, panel and Chiefs, were 45 minutes. All candidates were impressive and brought strengths to the table. A decision was made to offer Katie Patti of North Mason the position. We have scheduled a get acquainted dinner with her and her husband. All other candidates have been sent thank you letters for their participation in the process. There was discussion as to whether a conditional offer has been presented to Katie. It was decided that a conditional offer will be hand carried to the follow-up interview and presented prior to ensuing conversation. Following the get acquainted interview a background check will be conducted. More details will be available at the next Board of Commissioner Meeting as to her acceptance (or not) of the position, background status, and targeted start date.</li> <li>• <b><u>Ambulance arrival</u></b> – Commissioner Huntington asked if the ambulance had arrived. A/C Moran stated that it had. It is in the parking lot awaiting lettering along with 2 other rigs. Once the busy lettering company is able to letter the rig the ambulance will be put into service.</li> </ul>		
<p><b><u>Public Participation</u></b>—Chair Neupert called for Public Participation. There was none.</p>		
<p><b><u>Good of the Order:</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Annual Kitsap County Fire Chief's and Commissioner's Picnic</u></b>— Attended by Commissioners Neupert and Stewart. There were not many elected present but the Kitsap County Auditor and Assessor were there as was the Mayor of Bremerton who also serves on the Kitsap 911 Board. There were no county commissioners in attendance.</li> <li>• <b><u>Labor Management meeting scheduled for July 27 at 7p</u></b></li> <li>• <b><u>August County Fire Commissioners – Bangor on July 29.</u></b> Watch for directives on where to meet because they usually provide a bus from Keyport to get onto base.</li> </ul>		
<p>There being no further business to conduct, the meeting was adjourned at 7:42 p.m. <b>Approved</b></p>	<p><b>*MSC</b></p>	

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Commissioner




Commissioner



Commissioner



Commissioner



Commissioner



Attest

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**MOTION SHEET- 1 of 1**

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING**

**Date:** July 22, 2019    **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 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	
Minutes 07/08/19 Regular Meeting	Motion by Commissioner: Pearson	Motion to approve the Minutes as presented
	2 <sup>ND</sup> by Commissioner: Huntington Commissioner Stewart (A)	
	Carried/Vote	
BVA No. 531815- \$62,778.37	Motion by Commissioner: Pearson	Moved to approve BVA No. 531815- \$62,778.37
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	
Adjournment @7.42p	Motion by Commissioner: Pearson	A Motion to adjourn at 7:42p
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	

\* O = Opposed; A = Abstention