

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

**Date:** 2/10/2020

**Time:** 7:00 pm

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

<b>Meeting called to order by Chair Pearson at 7:00 pm</b>		
<b>Present:</b> Commissioner Neupert, Commissioner Pearson, Commissioner Stewart, Commissioner Huntington, Commissioner Gregory, Chief Smith, A/C LaGrandeur, Community Services Specialist Laboda, B/C Murray		
<b><u>Topic</u></b>	<b><u>Action</u></b>	<b><u>Assigned to/ Deadline</u></b>
The <b><u>Acceptance of the Agenda</u></b> —was conducted. The Agenda was approved as presented. <b>Approved</b>	<b>*MSC</b>	
The approval of <b><u>Minutes of the January 21, 2020 Regular Meeting</u></b> —was conducted. The Minutes were approved as presented. <b>Approved</b>	<b>*MSC</b>	
<b>Blanket Voucher Approval (BVA):</b> the following batches were presented for approval: <del>BVA No. 540860 in the amount of \$24,146.53;</del> <sup>RA</sup> <b>BVA No. 541504 in the amount of \$146,175.55; BVA No. 541590 in the amount of \$7,323.74; and BVA No. 541623 in the amount of \$8,861.14</b> were reviewed. <b>Approved</b>	<b>*MSC</b>	
<b><u>Resolution No. 2020-04 Declaration of Surplus</u></b> —was conducted. Commissioner Huntington made a motion to approve Resolution No. 2020-04 as presented. Commissioner Gregory seconded the motion. <b>Approved</b>	<b>*MSC</b>	
<b><u>Payroll for the month of February, 2020 in the amount of \$508,075.30</u></b> — was reviewed. The payroll affidavit and supporting materials was shared with the Board. <b>Approved</b>	<b>*MSC</b>	
<b><u>Public Comment</u></b> — Chair Pearson called for public participation. There was none.		
<b><u>Correspondence: (FYI)</u></b> — <i>the documents were circulated among the BOC</i> <ul style="list-style-type: none"> <li>• <b><u>WFOA Saturday Seminar Brochure:</u></b> The following Commissioners plan to attend the Saturday Seminar on April 4<sup>th</sup> in Suquamish: Commissioner’s Pearson, Stewart, and Neupert.</li> <li>• <b><u>Thank you card from Secretary Kathy Todd</u></b></li> </ul>		

02/10/20—Regular Meeting

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

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<p><b><u>Chief's Report -</u></b> Chief Smith gave an update on the following topics/items: CENCOM, Freedom Foundation litigation and the records request made to DRS from the Seattle Times.</p> <p>AC LaGrandeur provided information on the following items:</p> <p>➤ <b><u>Call Volume:</u></b> call volume for the month of January totaled 315 incidents. Of those, 59% were EMS based. We had three residential structure fires in January. Two were mutual aid responses with Poulsbo Fire and the third occurred in-district involving an outbuilding. There were no injuries to any citizens or fire service personnel.</p> <p>➤ <b><u>Overtime:</u></b> a total of 382.75 overtime/comp time earned hours in January.</p> <p>➤ <b><u>District activity/projects:</u></b></p> <ul style="list-style-type: none"> <li>• We received a positive progress report regarding our paramedic students attending the Medic One program.</li> <li>• A recent landslide blocked off most of Washington Blvd. The slide was cleared, revealing significant damage to the roadway. AC LaGrandeur stated that due to this damage, we feel the road is not safe for passage by our fire apparatus and ambulances and have made a decision to not send any apparatus other than staff cars past the damaged section of the road. A notice was provided to the homeowners via email informing them of the situation and our decision. We have planned a public meeting this Thursday, February 13<sup>th</sup> at 7pm.</li> </ul>		
<p><b><u>New Business:</u></b></p> <ul style="list-style-type: none"> <li>• Chair Pearson reminded the Board that the second meeting is to be used for planning purposes. He asked Board members to each bring one item for discussion at the second meeting.</li> </ul>		
<p><b><u>Public Comment</u></b>—Chair Pearson 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>• County Commissioner meeting is scheduled for February 25<sup>th</sup> at 7:00pm at Station 81. Chief Smith will provide the opening remarks and welcome.</li> </ul>		
<p>There being no further business to conduct, <b>the meeting was adjourned at 7:33 pm. Approved</b></p>	<p><b>*MSC</b></p>	

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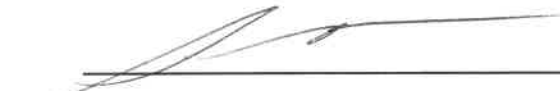
Place: 26642 Miller Bay Rd. NE, Kingston, WA


  
Commissioner

  
Commissioner

  
Commissioner

  
Commissioner

  
Commissioner

  
Attest

**NORTH KITSAP FIRE & RESCUE  
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**Place:** 26642 Miller Bay Rd. NE, Kingston, WA

**MOTION SHEET- 1 of 2**

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING**

**Date:** February 10, 2020 **Time:** 7:00 p.m.

**ACTION ITEMS**

Topic	Motion	
Acceptance of the Agenda	Motion by Commissioner: Huntington	Motion to approve the Agenda as presented.
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of 1/21/2020 Meeting Minutes	Motion by Commissioner: Stewart	Motion to approve the meeting minutes from 1/21/20 as presented.
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of BVA's	Motion by Commissioner: Stewart	Moved to approve the BVA's as presented. BVA No. 540860 - \$24,146.53 BVA No. 541504 - \$146,175.55 BVA No. 541590 - \$7,323.74 BVA No. 541623 - \$8,861.14
	2 <sup>ND</sup> by Commissioner: Neupert	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution No. 2020-04 – Declaration of Surplus Equipment	Motion by Commissioner: Huntington	Motion to approve Resolution 2020-04 Declaration of Surplus of Equipment.
	2 <sup>ND</sup> by Commissioner: Gregory	
	Carried/Vote	
		Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

\* O = Opposed; A = Abstention

02/10/20—Regular Meeting

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**MOTION SHEET- 2 of 2**

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING**

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**ACTION ITEMS**

Topic	Motion	
Approval of Payroll for February.	Motion by Commissioner: Neupert	Motion to approve payroll in the amount of \$508,075.30.
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	
Adjourn Meeting	Motion by Commissioner: Neupert	Motion to adjourn the meeting at 7:33pm.
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	

\* O = Opposed; A = Abstention