

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

**Date:** 10/12/2020

**Time:** 7:00 p.m.

**Place:** Virtual Meeting using Teams

<b>Meeting called to order by Chair Pearson at 7:00 p.m.</b>		
<b>Present:</b> Commissioner Gregory, Commissioner Huntington, Commissioner Neupert, Commissioner Pearson, Commissioner Stewart, Chief Smith, AC LaGrandeur, AC Moran, DAS Patti, Community Services Specialist Laboda		
<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
<b><u>Meeting Agenda:</u></b> The Board reviewed the meeting agenda. The agenda was approved as submitted. <b>Approved</b>	<b>*MSC</b>	
<b><u>Meeting Minutes:</u></b> A review of the meeting minutes from the September 28, 2020 Board Meeting was conducted. The minutes were approved as presented. <b>Approved</b>	<b>*MSC</b>	
<b><u>Blanket Voucher Approval (BVA):</u></b> The following batches were presented for approval: <b>BVA No. 553007</b> for <b>\$2,832.37</b> , <b>BVA No. 553024</b> for <b>\$16,842.93</b> , <b>BVA No. 553027</b> for <b>\$94,626.47</b> . Commissioner Stewart reviewed the BVA's with the Board. He shared totals attributed to wildland deployment. Commissioner Huntington inquired about two vouchers (Dukes and Right Systems Inc.). There was also review of the brush truck repair bill. Commissioner Gregory inquired if we would be able to submit an insurance claim. <b>Approved</b>	<b>*MSC</b>	
<b><u>Payroll:</u></b> DAS Patti presented September's Payroll Affidavit in the amount of <b>\$878,912.04</b> , for Board review and approval. She remarked that this payroll is larger than usual due to Holiday Pay as well as wildland mobilization overtime. <b>Approved.</b>	<b>*MSC</b>	
<b><u>Public Comment:</u></b> Chair Pearson called for public participation. There was none.		
<ul style="list-style-type: none"> <li>• <b>Chief Smith:</b> Chief reported he just returned from wildland mobilization. He remarked we will hold a budget meeting towards the end of the month.</li> <li>• <b>AC LaGrandeur:</b> In Sept the call volume totaled 277 incidents with 44% of incidents were non-ems related. Our call volume was down this month vs. August. Transports were all down. He remarked that we had 2946.5 hours of OT in September. Of this 2336.5 is from wildland deployments and backfill. All but one member has returned from deployment. Commissioner Gregory thanked everyone who has helped with mobilization and</li> </ul>		

10/12/20 - Regular Meeting

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

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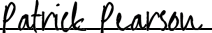
<p>the leadership that helps make this happen. We continue to negotiate for the renewal of the collective bargaining agreements. He and DAS Patti have another meeting scheduled this week. We continue to operate under the same IAP for COVID-19. Commissioner Gregory inquired about a Labor Management meeting schedule. AC LaGrandeur will discuss this with the group on Friday and will report back.</p> <ul style="list-style-type: none"> <li>• <b>AC Moran:</b> He provided an update on the County wide training consortium. There has been a committee established and Chief Abrigo will represent NKFR. Over the next three months planning will take place to kick off the consortium in January of 2021. He reported the demolition of the building at 87 has been completed by Dukes Construction. The permit for the new building is still being reviewed. We hope this will be completed soon and will be ready to move forward. In addition, the roof has been replaced. He reported on the property that is for sale located behind Sta 81. He shared that this parcel is almost entirely made up of wetland w/ streams that encompass the entire site. Finally, he remarked on the work being done inside the stations to include countertops etc. This work will begin at November.</li> </ul>		
<p><b><u>Unfinished Business:</u></b></p> <ul style="list-style-type: none"> <li>• <b>Update on the Division Assistant position</b> was provided by DAS Patti. We had 20 candidates and narrowed that down to eight individuals who were interviewed by her and AA Moran. The top three were selected and will participate in a panel interview at Station 81. Commissioner Gregory will participate on behalf of the Board. An update will be provided at the next Board meeting.</li> </ul>	<b>*MSC</b>	
<p><b><u>Public Comment:</u></b> Chair Pearson called for public participation. There was none.</p>		
<p><b><u>New Business:</u></b> There was no new business to report.</p>		
<p><b><u>Good of the Order:</u></b></p> <ul style="list-style-type: none"> <li>• DAS Patti provided an update on the email phishing attempt that took place recently. We will be sending out training for staff. Commissioner Gregory shared that her organization conducts phishing drills to raise awareness of email security.</li> <li>• Commissioner Stewart report the WFCOA has three seminar topics that are available. If you are interested in attending, please contact DAS Patti. There was a reminder of the October 21<sup>st</sup> Snure Annual Legal Update.</li> </ul>		
<p>There being no further business to conduct, <b>the meeting was adjourned at 7:44 p.m. Approved</b></p>	<b>*MSC</b>	

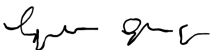
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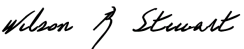
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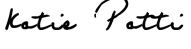
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**BOARD OF FIRE COMMISSIONERS REGULAR MEETING**

**ACTION ITEMS**

Topic

Motion

<b>Acceptance of the Agenda</b>	Motion by Commissioner: Neupert	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:
<b>Approval of the Minutes for 9/28/2020</b>	Motion by Commissioner: Stewart	Motion to approve the minutes as presented w/ one abstention.
	2 <sup>ND</sup> by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Voucher Approval:</b> BVA No. 553007 for \$2,832.37 BVA No. 553024 for \$16,842.93 BVA No. 553027 for \$94,626.47	Motion by Commissioner: Stewart	Moved to approve the BVA's as presented.
	2 <sup>ND</sup> by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Payroll approval for September in the amount of \$878,912.04</b>	Motion by Commissioner: Gregory	Moved to approve payroll as presented.
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

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<b>Adjourn Meeting</b>	Motion by Commissioner: Neupert	Motion to adjourn the meeting at 7:45 p.m.
	2 <sup>ND</sup> by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

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