

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

**Date:** 01/25/2021

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

**Place:** Virtual Meeting using Teams

**Meeting called to order by Chair Pearson at 7:00 p.m.**

**Present:** Commissioner Huntington, Commissioner Neupert, Commissioner Pearson, Commissioner Stewart, Chief Smith, AC LaGrandeur, AC Abrigo, DAS Patti, DA Luther and Community Services Specialist Laboda; **Excused:** Commissioner Gregory

<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
<b>Meeting Agenda:</b> The Board reviewed the meeting agenda. Commissioner Neupert requested to add the topic: Negotiations with County over Fire EMS under unfinished business and a request from Dave Ellingsen to show support to a 100 year old Navy Veteran under Good of the order. Commissioner Pearson requested to add the topic: New Recruits whom are to start on 02/01/2021 and the status of Station 87 under unfinished business. The agenda was approved as amended. <b>Approved</b>	<b>*MSC</b>	
<b>Meeting Minutes:</b> A review of the meeting minutes from the January 11 <sup>th</sup> , 2020 Board Meeting 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: <b>BVA Batch #2 for \$64,744.25</b> Commissioner Stewart reviewed the BVA's with the Board. Some items reviewed included the Kitsap County EMS Council dues in the amount of \$22,225.00 which was 4k higher than last year. The Stryker sale for \$3,060.00 maintenance fee agreement for two life packs and the Washington State Auditor invoice for \$7,000. Question to DAS Patti in regards to if there will be more to come for the State Auditor in which DAS Patti informed the board that our estimated cost is around \$14,000.00 which is in the entrance conference documents and we are expected to receive another invoice for \$7,000. <b>Approved</b>	<b>*MSC</b>	
<b>Payroll:</b> DAS Patti presented January's Payroll Affidavit in the amount of <b>\$583,894.70</b> , for Board review and approval. DAS Patti reviewed the new BIAS Payroll system with the board and showed a snapshot of an employees accruals and deductions as well as the audit trail. DAS Patti explained that there are a few different reports that are available to us for payroll and showed the board the different types of reports. <b>Approved</b>	<b>*MSC</b>	

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<p><b><u>Resolutions:</u></b> The following Resolutions were presented for approval: <b>Approved</b></p> <ul style="list-style-type: none"> <li>• <b>Resolution 2021-06 – Surplus Equipment – Office Equipment</b></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>Unfinished Business:</u></b></p> <p><b>Negotiations with County EMS</b> – Commissioner Neupert informed the board that as we previously discussed the possible option of arranging a fee structure with the county as they are no longer doing our payables, this had been brought up at the Executive Board meeting that he and Commissioner Stewart attended. The question that had risen was if we are interested in moving forward with arranging a pay structure. Commissioner Stewart stated that the Executive Board decided to bring it before each board and then to have a discussion at the Kitsap County Commissioners Association meeting as far as what everyone has decided to do. Chief Smith stated that they have discussed the matter with the other Chiefs and they are continuing to discuss.</p> <p><b>State Audit</b> – DAS Patti informed the board where we stand currently with the state audit. DAS Patti and DA Luther are continuing to meet with the State Auditor weekly and are currently reviewing credit card transactions and ambulance billing. The auditor is currently refining her choices which will also include the radio grants and the Stryker purchase.</p> <p><b>New Recruits</b> – Commissioner Pearson had asked if the new recruits will still be starting as of February 1<sup>st</sup>. AC LaGrandeur stated that we may have to push it back a little bit as we are still waiting on medicals to come back. We should be receiving 2 out of the three this week and the third appointment is set for this week as well. If we are able to receive all medicals back this week we are hopeful to have them start February 1<sup>st</sup>.</p> <p><b>Station 87</b> – Commissioner Pearson had asked for an update from AC Abrigo. AC Abrigo stated he got an email over the weekend stating all of our permits have been approved and that he emailed Sound Building and Taylor Industry to start the process and get the construction going. AC Abrigo stated he will provide us an update and timeline at the next meeting.</p>		

01/25/21 - Regular Meeting

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


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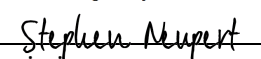
**Time:** 7:00 p.m.

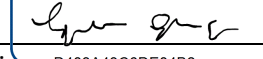
**Place:** Virtual Meeting using Teams

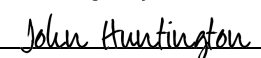
<b><u>New Business:</u></b> None		
<b><u>Public Comment:</u></b> Chair Pearson called for public participation. There was none.		
<b><u>Good of the Order:</u></b> Commissioner Neupert stated he received a call from Dave Ellingsen in regards to showing support for a distinguished Navy Veteran, John T Mike Wolf, who will be turning 100 years old next month. He had 7 victories and 2 awards of the distinguished flying cross. He currently resides in the Hansville area and they are requesting if we could participate in the drive by parade for his birthday. Chief Smith stated that we will participate and to get the details over to AC LaGrandeur. Commissioner Stewart had mentioned that there will be a Kitsap County meeting with the county auditor Paul Andrews.		
There being no further business to conduct, <b>the meeting was adjourned at 7:40 p.m. Approved</b>	<b>*MSC</b>	

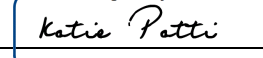
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01/25/21 - Regular Meeting

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**BOARD OF FIRE COMMISSIONERS REGULAR MEETING**

**ACTION ITEMS**

Topic

Motion

<b>Acceptance of the Agenda</b>	Motion by Commissioner: Stewart & Neupert	Motion to approve the agenda as amended.
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Approval of the Minutes for 01/11/2021</b>	Motion by Commissioner: Neupert	Motion to approve the minutes as presented.
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Voucher Approval:</b> January - BVA No. 2 for \$64,744.25	Motion by Commissioner: Stewart	Moved to approve the BVA's as presented.
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Payroll:</b>	Motion by Commissioner: Huntington	Moved to approve the Payroll as presented.
	2 <sup>ND</sup> by Commissioner: Stewart	

01/25/21 - Regular Meeting

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	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Resolution 2021-06:</b> Equipment Surplus – Office Equipment	Motion by Commissioner: Neupert	
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Adjourn Meeting</b>	Motion by Commissioner: Neupert	Motion to adjourn the meeting at 7:40 p.m.
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: