

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

Date: 02/08/2021

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, Commissioner Gregory, AC LaGrandeur, AC Abrigo, DAS Patti and Community Services Specialist Laboda		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
Meeting Agenda: The Board reviewed the meeting agenda. Chief's report was added to the Agenda. The agenda was approved as amended. Approved	*MSC	
Meeting Minutes: A review of the meeting minutes from the January 25 th , 2021 Board Meeting was conducted. The minutes were approved as presented. Approved	*MSC	
Blanket Voucher Approval (BVA): The following batches were presented for approval: BVA Batch #2.1 for \$100,649.70. Commissioner Stewart reviewed the BVA's with the Board. Some items reviewed included annual and quarterly payments and fees. \$33,893.00 was our quarterly and annual payments for our insurance. One of them being from Edgren, Heckert and Lemon for \$5,704.00. Another being McNeil and Co for \$20,418.75 which is for our commercial insurance package. \$3,843.50 for our inland marine insurance along with our umbrella commercial insurance \$2,928.00. Also reviewed the Insight public sector payment for the annual Microsoft 365 in the amount of \$9,686.00. Voucher for KCDA in the amount of \$249.00. Rebound for \$14,300.00 which was for the annual tactical health. Springbrook holding company \$8,230.00 annual subscription to BIAS. Stryker sales for \$2,652.00 in annual maintenance agreement for gurneys. \$13,000 US Bank credit cards, out of that amount there was \$4,850.00 for truck gear that is going to East Jefferson Tender that we will be reimbursed for. Approved	*MSC	
Payroll: DAS Patti presented February's Payroll Affidavit in the amount of \$572,215.78 , for Board review and approval. DAS Patti expressed that we paid out Ken Lemay last month and because of this our amount went down for February. There was \$27,708.07 in overtime for February. Our three new probationary firefighters have been added onto payroll along with paying them out for their final resident stipend. Approved	*MSC	

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

Date: 02/08/2021

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

<p><u>Resolutions:</u> The following Resolutions were presented for approval: Approved</p> <ul style="list-style-type: none"> • Resolution 2021-07 – Hiring of Brooks Ellingsen, Tucker Burns and Jonathan Harris – Entry Lvl FF/EMT 	*MSC	
<p><u>Public Comment:</u> Chair Pearson called for public participation. There was none.</p>		
<p><u>Unfinished Business:</u></p> <p>State Audit: DAS Patti provided an update to the Board on the State Audit. Explained that our procurement cards have passed with flying colors. They are currently finishing up on ambulance tracking and we are hopeful that the State Audit will be done with by the end of February.</p>		
<p><u>New Business:</u></p> <p>AC LaGrandeur: Reported the call volume for January was 204 incidents. Of those, 69% were EMS, 31% were non-EMS. No structure fires. We had 81 transports in January, which is 17 fewer than we had in December. This does not include transports by mutual aid agencies or airlifts. We had a total of 470 hours of overtime in January due to shift coverage. New hires Burns, Ellingsen and Harris have all completed their pre-employment processes and have started as career employees on February 1st. We continue to operate under a county-wide incident action plan during the COVID-19 pandemic. Currently we have 46 out of 62 (74%) department members who have been vaccinated. Currently we have come to an impasse on our contract negotiations and will be entering into mediation for our uniformed collective bargaining agreement. The first mediation meeting is scheduled for February 18th. The non-uniformed collective bargaining agreement talks also came to an impasse, but no mediation is required for their agreement and we will be implementing a contract based on the last, best offer agreed upon during negotiations.</p> <p>AC Abrigo: All of our rigs are brand new and there is nothing to report on our vehicles. Provided an update on Robert Lacey and his eagerness to return to work at the station. Station 87 is moving along. Had a meeting with</p>		

02/08/21 - Regular Meeting

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

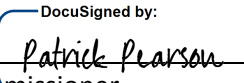
**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

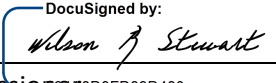
Date: 02/08/2021

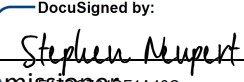
Time: 7:00 p.m.

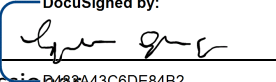
Place: Virtual Meeting using Teams

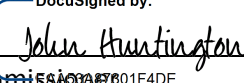
Soundview building and Taylor Construction last Friday – Taylor Construction stated that they will be breaking ground within three to four weeks depending on the weather.		
Public Comment: Chair Pearson called for public participation. There was none.		
Good of the Order: Commissioner Stewart informed the board that the Region 9 meeting will be held via Zoom at this point and informed Commissioner Gregory that they would still appreciate her assistance with the meeting. Commissioner Neupert informed the Board that the County Commissioner meeting this month will be on February 23 rd via Zoom. Commissioner Stewart wanted to inform the Board that there was a substantial overage on our expense budget, but that a vast amount of that was our COVID expenditures and Wildfire expenditures and our overtime. Requested that at our next meeting in March we could discuss where we are at with getting reimbursed for these expenses. DAS Patti stated we have received just about 90,000 in wildland reimbursement and that we are still waiting for several including EMAC to come into us. DAS Patti also explained that we received \$16,000 in reimbursements for COVID purchases in the beginning of the pandemic. We currently have about \$45-50k outstanding and we are working with a lady from FEMA who is assisting us with reimbursements from FEMA for those amounts.		
There being no further business to conduct, the meeting was adjourned at 7:27 p.m. Approved	*MSC	

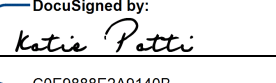
DocuSigned by:

Commissioner
C8B9DB477...

DocuSigned by:

Commissioner
D9FD83D480...

DocuSigned by:

Commissioner
DF1A46C...

DocuSigned by:

Commissioner
D43C6DE84B2...

DocuSigned by:

Commissioner
01F4DE...

DocuSigned by:

Attest
C0E988E2A9140B...

02/08/21 - Regular Meeting

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

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

Date: 02/08/2021

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

ACTION ITEMS

Topic

Motion

Acceptance of the Agenda	Motion by Commissioner: Neupert	Motion to approve the agenda as amended.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of the Minutes for 01/25/2021	Motion by Commissioner: Huntington	Motion to approve the minutes as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Voucher Approval: February - BVA No. 2.1 for \$100,649.70	Motion by Commissioner: Stewart	Moved to approve the BVA's as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll: In the amount of \$572,215.78	Motion by Commissioner: Huntington	Moved to approve the Payroll as presented.
	2 ND by Commissioner: Neupert	

02/08/21 - Regular Meeting

4

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

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

Date: 02/08/2021

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution 2021-07: Hiring of Ellingsen, Burns and Harris	Motion by Commissioner: Stewart	
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Stewart	Motion to adjourn the meeting at 7:27 p.m.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: