

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

Date: 07/12/2021

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, Chief Smith, AC Abrigo, DAS Patti and DA Luther Excused: AC LaGrandeur		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
Meeting Agenda: The Board reviewed the meeting agenda. The agenda was approved as amended. Approved	*MSC	
Meeting Minutes: A review of the meeting minutes from the June 28 th , 2021 Board Meeting was conducted. The minutes were approved as presented. Approved	*MSC	
Blanket Voucher Approval (BVA): The following batch was presented for approval: BVA Batch #7.3 for \$80,089.37. Commissioner Stewart reviewed the BVA with the Board. Some items reviewed included in BVA Batch is the Systems Design invoice which is our ambulance billing service for \$30,000.00 which is a reimbursable expense for their doing our 2020 GEMT Annual Cost Report. Evergreen Fire and Security in the amount of \$3,800 was for our annual alarm inspections for Stations 81, 84, 85 and 89. Haven Boatworks LLC in the amount of \$3,292.90 was for the labor and materials for the bottom painting of Marine 81. Kitsap Towing in the amount of \$1,239.62 was for towing East Jefferson 232 to Sumner, Washington which we will be reimbursed for. Approved	*MSC	
Payroll: DAS Patti presented the July Payroll in the amount of \$597,377.67 to the board. DAS Patti informed the board that there was a little more overtime this payroll. Also, Joe Petersen has retired and this payroll includes his vacation/holiday cash out along with his sick leave cash out that went into his HRA/VEBA. She also informed the board that there will be a few changes for next month with payroll due to a few step increases taking place effective August 1 st . Approved	*MSC	
Public Comment: Chair Pearson called for public participation. There was none.		
Chief's Report:		
Chief Smith: Chief Smith informed the board that the Fire Chiefs have decided to return to in person meetings but that we will still need to have the virtual component in place. The Board of Commissioners agreed that we will be		

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<p>returning to in person meetings starting with our next board meeting on July 26th. Chief Smith informed the board that we have just renewed our property and liability insurance and that we are evaluating becoming a member of the Kitsap Risk Management Group. Chief Smith informed the board that he has had a few conversations with the Suquamish Tribe in regards to the Suquamish Fire Station as well as the Suquamish Tribes plans for redevelopment of the area. Chief informed the board he will provide an update at the next meeting. Chief Smith informed the board that the training consortium has begun and Chief Hickey has been working out of the Bremerton office during part of the week.</p> <p>Chief Abrigo: Chief Abrigo informed the board that we received the Certificate of Occupancy for Station 87 and as of right now we are only waiting for the heating system which we have had a bid for but we cannot begin the work until August due to material issues. Informed the board that he has written a bid proposal for the roof project which we will hopefully finalize by the end of the week. For stations 81, 85 and 89 the lowest bid is \$182,250.00 plus tax and we are holding off on Station 84. Our forklift came, which was inspected and it is good to go.</p>		
<p>Unfinished Business: None</p>		
<p>New Business:</p> <p>Sick Leave Memorandum of Understanding (MOU 2021-01): DAS Patti informed the board that when we completed the contracts we had inadvertently left this out. This MOU extends the previous one which is for where the Union members will vote for retiring members to be able to cash out their sick leave and what option to use. This will be put into the contract and will expire when the contract expires.</p>	<p>*MSC</p>	
<p>Public Comment: Chair Pearson called for public participation. There was none.</p>		
<p>Good of the Order:</p> <p>Commissioner Neupert informed the board that the picnic is July 17th and that all food has been ordered for the event.</p>		

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Chief Smith informed the board in response to Commissioner Stewarts question regarding the Christmas brunch that it will be held on December 11 th , 2021.		
There being no further business to conduct, the meeting was adjourned at 7:42 p.m. Approved	*MSC	


Commissioner


Commissioner


Commissioner


Commissioner


Commissioner


Attest

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**BOARD OF FIRE COMMISSIONERS MEETING
ACTION ITEMS**

Topic

Motion

Acceptance of the Agenda as presented	Motion by Commissioner: Neupert	Motion to approve the agenda as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	
Approval of the Minutes for 06/28/2021	Motion by Commissioner: Stewart	Motion to approve the minutes as presented.
	2 ND by Commissioner: Gregory	
	Carried/Vote	
Voucher Approval: BVA No. 7.3 for \$80,089.37	Motion by Commissioner: Stewart	Moved to approve the BVA's as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	
Payroll: \$597,377.67	Motion by Commissioner: Neupert	Moved to approve the Payroll as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	
Sick Leave MOU 2021-01:	Motion by Commissioner: Stewart	Moved to approve the Sick Leave MOU as presented:
	2 ND by Commissioner:	

07/12/21 - Regular Meeting

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

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	Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Neupert	Motion to adjourn the meeting at 7:42 p.m.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: