

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

**Date:** 09/13/2021

**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 Pearson, Commissioner Stewart, Commissioner Neupert, Commissioner Gregory, Commissioner Huntington, Chief Smith, AC LaGrandeur, AC Abrigo, DAS Patti, DA Luther, and Volunteer Curley		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
<b><u>Meeting Agenda:</u></b> The Board reviewed the meeting agenda. The agenda was approved as amended. <b>Approved</b>	*MSC	
<b><u>Meeting Minutes:</u></b> A review of the meeting minutes from the August 23 <sup>rd</sup> , 2021 Board Meeting was conducted. The minutes were approved as presented. <b>Approved</b>	*MSC	
<b><u>Blanket Voucher Approval (BVA):</u></b> The following batch was presented for approval: <b>BVA Batch #9.1 for \$52,291.24.</b> Commissioner Stewart reviewed the BVA with the board. Some items reviewed were the Advanced Door Service Inc voucher which \$1,100.90 was for the mechanic/facilities garage door at Sta. 81 and \$4,804.72 was for the installation of 3 garage door transmitters at Sta. 87. Another item reviewed was the US Bank charges for Wildland expenses. <b>Approved</b>	*MSC	
<b><u>Resolutions:</u></b> The following Resolutions were presented for approval: <b>Approved</b> <ul style="list-style-type: none"> <li>• <b>Resolution 2021-14 – Revised – Step Increase 70% for McKenzie, Ramos, and Strausz</b></li> <li>• <b>Resolution 2021-16 – Revised – Step Increase 80% for Michael Foreman</b></li> </ul>	*MSC	
<b><u>Payroll:</u></b> DAS Patti presented the August Payroll for \$687,909.45 to the board. <b>Approved</b>	*MSC	
<b><u>Public Comment:</u></b> Chair Pearson called for public participation. There was none.		
<b><u>Chief's Report:</u></b>  <b>Chief Smith:</b> Chief Smith answered Commissioner Stewart's question in regards to the Wildland expenses, which he informed the board that all expenses for the mobilizations will be reimbursed. Chief Smith informed the board that we are speaking with Brian Snure in regards to the covid vaccine mandate.		

09/13/21 - Regular Meeting

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

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<p><b>Chief LaGrandeur:</b> Reported the call volume for August was 316 incidents. Of those, 74% were EMS, 26% were non-EMS. There was one structure fire in our district in August. There were no injuries to personnel or the occupants. We had 124 transports in August, which does not include transports by mutual aid agencies or airlifts. Overtime was high at 1,684.50 hours which 770.50 hours were due to mobilizations and will be reimbursed. We have been working through the requirements for the new vaccination mandate. We continue to send resources on wildland deployments, which the activity has been very high again this summer but we anticipate it will slow down as we go into fall. The testing process for the open firefighter/paramedic position begins tomorrow, September 13<sup>th</sup> and we are hopeful to fill the position soon.</p> <p><b>Chief Abrigo:</b> Reported that Olympic Roofing set a tentative date of November 1<sup>st</sup> for the roofing project to begin and that they are still having difficulties getting all the materials needed due to shortages. Robert Lacey and Aaron Sutherland will be inspecting our new engine the first week of October.</p>		
<p><b><u>Unfinished Business:</u></b> None</p>		
<p><b><u>New Business:</u></b> None</p>		
<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> <p>DA Luther reminded the board about the WFCFA Annual Conference and the deadline to register will be September 15<sup>th</sup>, 2021.</p> <p>Commissioner Neupert informed the board that the next Kitsap County Fire Commissioner's meeting will be at Sta. 31 which the new Kitsap County Sheriff will tentatively be joining.</p>		
<p>There being no further business to conduct, <b>the meeting was adjourned at 7:43 p.m. Approved</b></p>	<p><b>*MSC</b></p>	

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DocuSigned by:  
Patrick Pearson  
Commissioner FCB9DB477...

DocuSigned by:  
Stephen Neupert  
Commissioner F4DF1A46C...

DocuSigned by:  
[Signature]  
Commissioner C6DE84B2...

DocuSigned by:  
Wilson J. Stewart  
Commissioner A8D9FD83D480...

DocuSigned by:  
John Huntington  
Commissioner A53A87301F4DE...

DocuSigned by:  
Summer Luther  
Attest 96DF35E9B2004C0...

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**BOARD OF FIRE COMMISSIONERS MEETING  
ACTION ITEMS**

Topic	Motion	
<b>Acceptance of the Agenda as presented</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 08/23/2021</b>	Motion by Commissioner: Gregory	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>Payroll: \$687,909.45</b>	Motion by Commissioner: Gregory	Motion to approve the payroll as presented.
	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. 9.1 for <b>\$52,291.24</b>	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>Resolution 2021-14 - Revised –</b> Step Increase 70% McKenzie, Ramos, and Strausz	Motion by Commissioner: Huntington	Moved to approve the Resolution 2021-14 – Revised - as presented.
	2 <sup>ND</sup> by Commissioner:	

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	Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Resolution 2021-16</b> – Revised - Step Increase 80% for Michael Foreman	Motion by Commissioner: Huntington	Moved to approve the Resolution 2021-16 – Revised - as presented.
	2 <sup>ND</sup> by Commissioner: Neupert	
	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 7:43 p.m.
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: