

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

Date: 10/11/2021

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

Meeting called to order by Chair Pearson at 7:00 p.m.		
Present: Commissioner Pearson, Commissioner Stewart, Commissioner Neupert, Commissioner Gregory, Commissioner Huntington, Chief Smith, AC LaGrandeur, AC Abrigo, DAS Patti, DA Luther, Community Services Specialist Laboda, and Volunteer Curley		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
<u>Meeting Agenda:</u> The Board reviewed the meeting agenda. The agenda was approved as amended. Approved	*MSC	
<u>Meeting Minutes:</u> A review of the meeting minutes from the September 27 th , 2021 Board Meeting was conducted. The minutes were approved as presented. Approved	*MSC	
<u>Blanket Voucher Approval (BVA):</u> The following batch was presented for approval: BVA Batch #10.1 for \$35,306.26 . Commissioner Stewart reviewed the BVA with the board. Some items reviewed were the Life Assist charges were around \$6,000 which is lower than usual but that we had a credit on the account. The US Bank voucher had \$3,500 in reimbursable charges for Wildland. The Kitsap Towing voucher for \$1,195.20 was for Tender 84. Approved	*MSC	
<u>Resolutions:</u> The following Resolutions were presented for approval: Approved		
<ul style="list-style-type: none"> Resolution 2021-17 – Designation of Applicant’s Agent 	*MSC	
<u>Payroll:</u> DAS Patti presented the October Payroll for \$895,231.60 to the board. Holiday pay cash out was on this payroll which consisted of around \$126,866.16. We also had around 330 hours of overtime due to deployments which will be reimbursed. Approved	*MSC	
<u>Public Comment:</u> Chair Pearson called for public participation. There was none.		
<u>Chief’s Report:</u>		
Chief LaGrandeur: Reported the call volume for September was 267 incidents. Of those, 71% were EMS, 28% were non-EMS. There were four total structure fires in September, two of which were in our district and two were a mutual-		

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

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<p>aid to Poulsbo. There were no injuries to personnel or the occupants. We had 103 transports in September, which does not include transports by mutual aid agencies or airlifts. Overtime was high at 2,035 hours which 1,288 hours were due to mobilizations and will be reimbursed. We have been working through the requirements for the new vaccination mandate. Wildland activity has stopped for the time being. An oral board for the firefighter/paramedic testing process is taking place on Thursday, October 14th. If the candidates are successful, they will be invited to a Chief's interview.</p> <p>Chief Abrigo: Reported that the roofing project is still set for a tentative start date of November 1st as Olympic Roofing is still waiting for materials. We are currently going through a bid process for the re-pavement of Station 81's apron and north parking lot as well as the Drill Tower apron. The Engine inspection was successful and we were able to complete all of the pump testings.</p>		
<p><u>Unfinished Business:</u></p> <p>Bi-North Meeting: DA Luther informed the Board that the Bi-North meeting was changed to November 2nd. DAS Patti informed the Board that it will be a virtual meeting and she will inform Poulsbo that the date will work for the Board.</p>		
<p><u>New Business:</u></p> <p>COVID Public Assistance Grant Agreement: DAS Patti informed the Board that we are waiting to be reimbursed for about \$38,000 in COVID expenses that we claimed at the beginning of the pandemic. For us to receive those funds we need to complete the Grant Agreement and have both this and the Resolution signed with wet signatures.</p> <p>State Audit for FY2020: DAS Patti informed the Board that due to the busy schedule of the Auditors office they will be postponing our audit and will hold a two-year audit in the fall of 2022 which will be for FY2020 and FY2021.</p>		
<p><u>Public Comment:</u> Chair Pearson called for public participation. There was none.</p>		
<p><u>Good of the Order:</u></p>		

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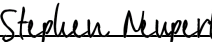
Date: 10/11/2021

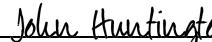
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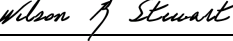
Place: Virtual Meeting using Teams

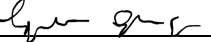
<p>Commissioner Stewart reported that he had reached out to Roger Ferris to see if he had any updates as far as the COVID precautions that will be taken at the WFCM Annual Conference. He was informed that Tulalip has a high-quality ventilation system and that they will be following the orders of the Secretary of Health which mandates face coverings in indoor settings.</p> <p>Commissioner Pearson informed the Board he had received an email from one of his good friends that praised Kitsap County for having such caring, professional and knowledgeable individuals serving our community from the 911 operator to the team at Station 89.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 7:43 p.m. Approved</p>	<p>*MSC</p>	

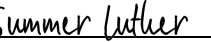
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**BOARD OF FIRE COMMISSIONERS MEETING
ACTION ITEMS**

Topic	Motion	
Acceptance of the Agenda as presented	Motion by Commissioner: Stewart	Motion to approve the agenda as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of the Minutes for 09/27/2021	Motion by Commissioner: Huntington	Motion to approve the minutes as presented.
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll: \$895,231.60	Motion by Commissioner: Neupert	Motion to approve the payroll as presented.
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Voucher Approval: BVA No. 10.1 for \$35,306.26	Motion by Commissioner: Gregory	Moved to approve the BVA as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution 2021-17 – Designation of Applicant’s Agent	Motion by Commissioner: Huntington	Moved to approve the Resolution 2021-17 as presented.
	2 ND by Commissioner: Neupert	

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	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Neupert	Motion to adjourn the meeting at 7:28 p.m.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: