

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

Date: 11/08/2021

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

Meeting called to order by Chair Pearson at 7:00 p.m.		
Present: Commissioner Pearson, Commissioner Neupert, Commissioner Gregory, Commissioner Huntington, Chief Smith, AC LaGrandeur, AC Abrigo, DAS Patti, DA Luther, Community Services Specialist Laboda, and BC Murray		
<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 October 25 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 #11.1 for \$90,227.85 and BVA Batch #11.2 for \$51,017.56 . Commissioner Neupert reviewed the BVA's with the board. One item reviewed was the True North voucher for \$51,017.56 which was the Use Tax on the new engine that we received. Approved	*MSC	
<u>Resolutions:</u> The following Resolutions were presented for approval: Approved		
<ul style="list-style-type: none"> Resolution 2021-19 – Declaration of Surplus Equipment 	*MSC	
<u>Payroll:</u> DAS Patti presented the November Payroll for \$552,066.75 to the board. This payroll includes the retro COVID pay per the MOU which was just over \$8,000. Approved	*MSC	
<u>Public Comment:</u> Chair Pearson called for public participation. There was none.		
<u>Chief's Report:</u>		
Chief Smith: Informed the Board that the Kitsap 911 measure passed and the Kitsap County Fire Chiefs will be reviewing what the priorities are in regards to re-building the system. Will start looking at bid proposals for a project manager to come in to handle the re-build. Chief Smith informed the Board that Lieutenant Chris Smith passed away earlier this morning and we are working closely with the family on future services.		

11/08/21 - Regular Meeting

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

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<p>Chief LaGrandeur: Reported the call volume for October was 314 incidents. Of those, 63% were EMS, 37% were non-EMS. There were two structure fires in October, both of which were mutual-aid to Poulsbo. There were no injuries to personnel or the occupants. We had 110 transports in October, which does not include transports by mutual aid agencies or airlifts. Overtime was 801.25 hours which 52 hours will be reimbursed from a mobilization and Port Ludlow Fire & Rescue coverage. We began working under the state vaccination mandate which hasn't negatively affected our service levels. We have extended a conditional offer of employment for a firefighter/paramedic position to David Lyons and he is currently working through our pre-employment process now. The anticipated start date will be January 2022. Lieutenant testing is taking place next week which is being done to establish a promotional list that will be used to fill any vacancies as well as determine eligibility to be an acting lieutenant. Our intern academy is currently in progress of which our seven recruits are all performing very well. The scheduled graduation is on December 18th.</p> <p>Chief Abrigo: Reported that the roofing project is still set as Olympic Roofing is still waiting for materials and the weather will now be a factor in determining when the project will be able to start. We received a bid for the repavement of Station 81's apron and north parking lot as well as the Drill Tower apron and they are waiting for the weather to clear to begin. The new engine is here and will be getting the radios, NKFR Logo, and a few other things done. We are hopeful that it will be in service within the next month.</p>		
<p><u>Unfinished Business:</u> None.</p>		
<p><u>New Business:</u></p> <p>Debrief of Bi-North Meeting: DAS Patti informed the board that the topics covered included facilities maintenance status/planning, fleet maintenance status/planning, and areas of collaboration and assistance. Commissioner Pearson informed the board that we discussed moving Dan Fuller into a Supervisor role and then hiring someone to assist him with all other projects. Also discussed was a joint facility with Poulsbo Fire for the maintenance of our vehicles. Another topic covered is that the County Chiefs have gotten together in regards to the ambulance billing being on the same billing rates.</p>		

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Public Comment: Chair Pearson called for public participation. There was none.		
Good of the Order: Commissioner Neupert informed the board that the Kitsap County Fire Commissioners Association will be held online only instead of in-person. Informed the board that the holiday brunch will be on December 11 th .		
There being no further business to conduct, the meeting was adjourned at 7:30 p.m. Approved	*MSC	

<p>DocuSigned by:</p> <p><i>Patrick Pearson</i></p> <p>Commissioner CB9DB477...</p>	<p>DocuSigned by:</p> <p><i>Wilson Stewart</i></p> <p>Commissioner D9FD83D480...</p>
<p>DocuSigned by:</p> <p><i>Stephen Neupert</i></p> <p>Commissioner B64DF1A46C...</p>	<p>DocuSigned by:</p> <p><i>Greg G...</i></p> <p>Commissioner A43C6DE84B2...</p>
<p>DocuSigned by:</p> <p><i>John Huntington</i></p> <p>Commissioner A5B8A37301F4DE...</p>	<p>DocuSigned by:</p> <p><i>Summer Luther</i></p> <p>Attest 96DF35E9B2004C0...</p>

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**BOARD OF FIRE COMMISSIONERS MEETING
ACTION ITEMS**

Topic	Motion	
Approval of the agenda as amended	Motion by Commissioner: Huntington	Motion to approve the agenda as amended.
	2 ND by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of the Minutes for 10/25/2021	Motion by Commissioner: Neupert	Motion to approve the minutes as presented.
	2 ND by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll: \$552,066.75	Motion by Commissioner: Neupert	Motion to approve the payroll as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Voucher Approval: BVA No. 11.1 for \$90,227.85 BVA No. 11.2 for \$51,017.56	Motion by Commissioner: Neupert	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:
Resolution 2021-19 – Declaration of Surplus Equipment	Motion by Commissioner: Huntington	Moved to approve the Resolution 2021-19 as presented.
	2 ND by Commissioner:	

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	Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Neupert	Motion to adjourn the meeting at 7:30 p.m.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: