

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

Date: 02/14/2022

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

Meeting called to order by Chair Pearson at 7:00 p.m.		
Present: Commisisoner Pearson, Commissioner Stewart, Commissioner Huntington, Commissioner Neupert, Commissioner Gregory, AC LaGrandeur, AC Abrigo, DAS Patti, DA Luther, Community Services Specialist Laboda, BC Murray, Justin Slye, Russell Fergus, Alex Cryder and Tom Curley Excused: Chief Smith		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
Meeting Agenda: The Board reviewed the meeting agenda. The agenda was approved as presented. Approved	*MSC	
Meeting Minutes: A review of the meeting minutes from the January 24 th , 2022 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 \$119,513.16 . Some items reviewed were the Aqua Tech Marine Services voucher for \$9,561.49 which covered servicing pumps, replacing a propeller and gear casing. Kitsap Towing voucher for \$991.90 which included M81 for a weather related incident from December 2021 and another for Marine 81. Sound Ford voucher for \$3,599.38 which was for an East Jefferson Fire and Rescue rig which will be fully reimbursed. Stryker Sales voucher for \$2,864.50 which was for a four year service contract which covers the contract not the labor. Approved	*MSC	
Payroll: DAS Patti presented February Payroll for \$447,701.84 to the board. This payroll includes a step increase for both Burns and Ellingsen. This includes the final cash out for Jonathan Harris. Approved.		
Resolutions: The following Resolutions were presented for approval: Approved		
<ul style="list-style-type: none"> • Resolution 2022-05 – Step Increase to 70% for Tucker Burns and Brooks Ellingsen • Resolution 2022-06 – Declaration of Surplus Equipment 	*MSC	
Public Comment: Chair Pearson called for public participation. There was none.		
Chief's Report:		
Chief Smith: Provided a written report in his absence. The Gunderson Road property is still available but we need to		

02/14/22 - Regular Meeting

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

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

Date: 02/14/2022

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

determine a timeline for purchase which will determine how we proceed. Larry Todd will discuss this with his legal team this week. There will be very little impact to the district in regards to the new Arborwood development. All homes will be sprinkled with residential fire protection systems. Once the development is built, it should bring an additional 1.5 million per year in revenue. Chief Smith informed the board that he has spoken with the tribal representative to let him know we are still interested in the property regarding Station 84 and that we will begin to get some preliminary information for the board this spring.

Chief LaGrandeur: Reported the call volume for January 2022 was 277 incidents. Of those, 68% were EMS, and 32% were non-EMS. There were 5 structure fires in January, two of which were in District and three were mutual aid (two to Bainbridge Island and one in Poulsbo). The structure fire in Poulsbo happened during the snow event in early January which Battalion 81 was the incident commander. Poulsbo had two fires going at once. This was a fatality fire. No fire service personnel were injured at any of the fires. We had 109 transports in January, which does not include transports by mutual aid agencies or airlifts. COVID numbers have seen a significant decrease in the last month. Kitsap Public Health District reported 1,266 cases for the week ending on February 5th, 2022. There were 2,322 cases reported for the week ending on January 29th, 2022. Correction to the total call volume for 2021 from 3,340 to 3,360 as there was an issue with one of the reports we use which has now been fixed for accurate reporting. There were 1,102 hours of overtime/comp time earned in January which some will be reimbursed from Port Ludlow Fire and Rescue. Our new paramedic, David Lyons, started on January 24th and is currently working through the process to get checked off by our MPD to work as a paramedic in Kitsap County. He will begin the fire academy in March and is preparing for that as well. Our first labor management meeting for the year was held on February 7th. This was our quarterly meeting that included representatives from the Union, Administration, and the Board of Commissioners. We have two new Union representatives, Justin Slye and Russell Fergus. We hosted two "After the Fire" meetings via Zoom on Tuesday, February 8th. These were for the Maple St. fire on January 21st and the Village Green Apartments fire on January 22nd. Both were well attended and we have received positive feedback from people who were there. Thanks to PIO Laboda for setting these up and running the presentations and to BC Buchanan, who did a nice job explaining our firefighting operations at each event.

Chief Abrigo: Reported that we have started the bidding process for the remodel of the Station 81 unisex bathroom as it has a large leak currently. The capital purchase we made for the new compressor will be here hopefully by the end of this week. We ordered new PPE at the beginning of the month and will arrive within 5 to 6 months. We would like to surplus the old forklift by the end of this month.

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

Date: 02/14/2022

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

<p><u>Unfinished Business:</u></p> <p>Fire Chiefs Succession Plan: Commissioner Greogry informed the board that we will hear more about this and have discussions about this at the next board meeting.</p>		
<p><u>Kitsap County Fire Commissioners Meeting Debrief:</u></p> <p>Commissioner Neupert informed the board that Steve Wright was the guest speaker and discussed legislative priorities. South Kitsap and Central Kitsap are still looking at acting as their own treasurers. The spring workshop for Region 9 will be in Mason County at their new station that will also have a remote option. Commissioner Neupert informed the board that Commissioner Dick West was in the hospital and is now at home and is not taking any visitors at this time.</p>		
<p><u>New Business:</u></p> <p>Bi-North Meeting: Commissioner Pearson informed the board that Poulsbo’s Chair contacted him and informed him of the topics they would like to discuss. DAS Patti informed the board of the available dates for the meeting. The board agreed to hold the Bi-North meeting on March 7th at 7:00 pm which will be held remotely. DAS Patti will inform Poulsbo of the selected date and will confirm with our board at our next meeting.</p>		
<p><u>Public Comment:</u> Chair Pearson called for public participation. There was none.</p>		
<p><u>Good of the Order:</u></p> <p>Commissioner Neupert informed the board that Commissioner Cho from Bainbridge Island has resigned. He also mentioned that we will be having remote Kitsap County Association meetings until further notice.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 7:39 p.m. Approved</p>	<p>*MSC</p>	

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

Date: 02/14/2022

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

DocuSigned by:
Patrick Pearson
Commissioner B9DB477...

DocuSigned by:
[Signature]
Commissioner 83A43C6DE84B2...

DocuSigned by:
Wilson Stewart
Commissioner P83D480...

DocuSigned by:
Stephen Neupert
Commissioner 7BC764DF1A46C...

DocuSigned by:
John Huntington
Commissioner 301F4DE...

DocuSigned by:
Summer Luther
Attest 96DF35E9B2004C0...

**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
ACTION ITEMS**

02/14/22 - Regular Meeting

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

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

Date: 02/14/2022

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

Topic	Motion	
Acceptance of the Agenda	Motion by Commissioner: Neupert	Motion to approve the agenda as presented. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Gregory	
	Carried/Vote	
Approval of the Minutes for 01/24/2022	Motion by Commissioner: Huntington	Motion to approve the minutes as presented. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Stewart	
	Carried/Vote	
Voucher Approval: BVA Batch 2.1 for \$119,513.16	Motion by Commissioner: Stewart	Moved to approve the BVA's as presented. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Huntington	
	Carried/Vote	
Payroll: \$447,701.84	Motion by Commissioner: Huntington	Motion to approve the payroll as presented. Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	2 ND by Commissioner: Gregory	
	Carried/Vote	
Resolution 2022-05: Step Increase to 70% for Tucker Burns and Brooks Ellingsen	Motion by Commissioner: Huntington	Motion to approve Res. 2022-05 as presented
	2 ND by Commissioner: Stewart	

02/14/22 - Regular Meeting

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

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

Date: 02/14/2022

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution 2022-06: Declaration of Surplus Equipment	Motion by Commissioner: Neupert	Moved to approve Res. 2022-06 as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Neupert	Motion to adjourn the meeting at 7:39 p.m.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: