

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

Date: 04/11/2022

Time: 7:00 p.m.

Place: Station 81 & Virtual Meeting using Teams

Meeting called to order by Chair Pearson at 7:00 p.m.		
Present: Commissioner Pearson, Commissioner Stewart, Commissioner Huntington, Commissioner Neupert, Commissioner Gregory, Chief Smith, AC LaGrandeur, DAS Patti, Community Services Specialist Laboda, BC Hickey, LT Heath Clark, Justin Slye, Russell Fergus, Michael Foreman, and Tom Curley. Excused: AC Abrigo and DA Luther		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
Meeting Agenda: The Board reviewed the meeting agenda. Commissioner Pearson requested to add the Fire Chief Position Description under new business. The agenda was approved as amended. Approved	*MSC	
Meeting Minutes: A review of the meeting minutes from the March 28 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 #4.1 for \$187,915.54 and BVA Batch #4.2 for \$72,258.53 and BVA Batch #4.3 for \$176,604.46 . Commissioner Stewart provided an overview of all the expenses. Approved	*MSC	
Payroll: DAS Patti presented the April Payroll for \$423,727.19 to the board. She reviewed overtime costs as well as noted the quarterly volunteer stipends reflected in this month's totals. Finally, due to the addition of five new firefighters, we will see an increase in payroll beginning in May. Approved.	*MSC	
Public Comment: Chair Pearson called for public participation. There was none.		
Chief's Report:		
Chief Smith: Provided his reports to the board and stressed the urgency to the board of commissioners to determine what funding measure will be placed before the voters this year. As a result of the pandemic and other tax pressures being felt throughout our County and beyond, he proposed we form an Ad-hoc citizen advisory committee. This committee would be comprised of representatives of various community groups and leaders throughout our district. The timeline for the first meeting was discussed. The board was in agreement.		

04/11/22 - Regular Meeting

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

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<p>Chief LaGrandeur: The call volume for March 2022 was 276 incidents. Of those, 72% were EMS, and 28% were non-EMS. There was one structure fire in March, which was a mutual aid response to Poulsbo. No fire service personnel were injured. We had 107 transports in March, which does not include transports by mutual aid agencies or airlifts. COVID numbers have increased in the last month but not significantly. Kitsap Public Health District reported 127 cases for the week ending on April 2nd, 2022. There were 93 cases reported for the week ending on March 12th, 2022. Call volume has increased by 18% so far this year when compared to the same timeframe from last year. Fire departments in the county have seen increases ranging from 8.5% to 30%. The total hours of overtime/comp time earned in March was 782 hours. Our new paramedic, David Lyons, is currently in the fire academy and is doing well. He is scheduled to graduate in June. We are almost done with the pre-employment process for the five new firefighters. We anticipate they'll be starting on May 1st as career employees.</p> <p>Chief Abrigo: Provided a written report to the board in his absence.</p>		
<p>Unfinished Business: None</p>		
<p><u>Kitsap County Fire Commissioners Meeting Debrief:</u></p> <p>Commissioner Neupert informed the board that the meeting was mostly about statistics that were presented. Kitsap 911 is having issues with getting and keeping staff. It seems to be an ongoing issue with hiring and training people but they are working diligently to get back on track with their service.</p>		
<p><u>New Business:</u></p> <p>Open Public Meeting Changes: DAS Patti provided an update on the Open Public Meeting changes.</p> <p>Fire Chief Position Description: Commissioner Huntington stated they had sent out for review the Fire Chief Position Description and would like to move to adopt the new position description. Approved.</p> <p>Commissioner Gregory reported that we are on target with our Fire Chief hiring process and are ready to present the board with a slate of questions for review.</p>	<p>*MSC</p>	

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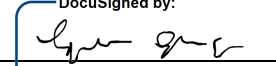
Time: 7:00 p.m.

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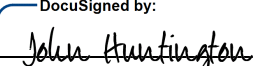
Public Comment: Chair Pearson called for public participation. There was none.		
Good of the Order: Commissioner Stewart asked to be excused from the following regular board meetings: 04/25/2022, 05/09/2022, and 05/23/2022. In his absence, Commissioner Neupert will review the vouchers. The board approved his absence.		
There being no further business to conduct, the meeting was adjourned at 8:06 p.m. Approved	*MSC	

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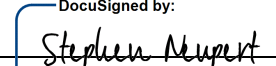

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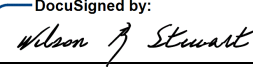
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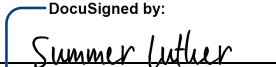
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BOARD OF FIRE COMMISSIONERS REGULAR MEETING

ACTION ITEMS

Topic

Motion

Acceptance of the Agenda	Motion by Commissioner: Neupert	Motion to approve the agenda as amended.
	2 ND by Commissioner: Huntington	
	Carried/Vote	
Approval of the Minutes for 03/28/2022	Motion by Commissioner: Stewart	Motion to approve the minutes as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Voucher Approval: BVA Batch 4.1 for \$187,915.54 BVA Batch 4.2 for \$72,258.53 BVA Batch 4.3 for \$176,604.46	Motion by Commissioner: Stewart	Moved to approve the BVA's as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	
Payroll: \$423,727.19	Motion by Commissioner: Neupert	Motion to approve the payroll as presented.

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	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Fire Chief Position Description	Motion by Commissioner: Stewart	Motion to approve the Fire Chief Position Description as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Huntington	Motion to adjourn the meeting at 8:06 p.m.
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: