

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

Date: 06/13/2022

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 Huntington, Commissioner Stewart, Commissioner Neupert, Commissioner Gregory, Chief Smith, AC LaGrandeur, AC Abrigo, DAS Patti, Community Services Specialist Laboda, DA Luther and family, BC Hickey, BC Buchanan, LT Cunningham, Vol. Tom Curley, and members of the department.		
<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	
Oath of Office: The swearing in of Assistant Chief Ardyll Abrigo, Battalion Chief Ryan Buchanan, Lieutenant Michael Cunningham, all three introduced by Assistant Chief LaGrandeur, and Division Assistant Summer Luther, introduced by DAS Patti, and was conducted by Commissioner Pearson.		
Meeting Minutes: A review of the meeting minutes from the May 23 rd , 2022 Board Meeting was conducted. Commissioner Stewart wanted to express his full support for the promotion of Rick LaGrandeur to Fire Chief. The minutes were approved as presented. Approved	*MSC	
Blanket Voucher Approval (BVA): The following batches were presented for approval: BVA Batch #6.1 for \$75,103.96 . Commissioner Stewart provided an overview of all the expenses. Approved	*MSC	
Resolutions: The following Resolutions was presented for approval: Approved <ul style="list-style-type: none"> • 2022-11 – Payroll Account Balance • 2022-12 – Declaration of Surplus Equipment 	*MSC	
Payroll: DAS Patti presented the June Payroll for \$431,635.79 to the board. Approved.	*MSC	
Public Comment: Chair Pearson called for public participation. There was none.		
Chief's Report:		
Chief Smith: Discussed our upcoming ballot measure for August. Informed the board that there will be a meeting		

06/13/22 - Regular Meeting

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

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<p>on June 22nd with Hill International and the Suquamish Tribal Council to discuss the upcoming process with St. 84 which the board agreed Commissioner Stewart will attend.</p> <p>Chief LaGrandeur: The call volume for May 2022 was 260 incidents. Of those, 69% were EMS, and 31% were non-EMS. There was one structure fire in May. There were no injuries to occupants or fire service personnel. We had 101 transports in May, which does not include transports by mutual aid agencies or airlifts. COVID numbers have remained steady over the last month. We have experienced several divert statuses for BLS patients at St. Michael’s, Silverdale, due to emergency department saturation. These have been short-term each time and have resulted in two BLS patients being transported to alternate facilities in May. The total hours of overtime/comp time earned in May was 854.50 hours which 114.50 of those hours will be reimbursed from work done with the training consortium and shift coverage at PLFR. This brought the net total for NKF&R to 740 hours, which is down by 628 hours from April’s total of 1,368 (46% reduction). Our new paramedic, David Lyons, graduates from the fire academy this Wednesday. Reports from the academy tell us that he’s done extremely well and we look forward to getting him back on shift. We currently have two members on a wildland deployment in New Mexico. They’re working as a COVID support unit.</p> <p>Chief LaGrandeur presented the board with a written timeline for the succession planning for the upcoming positions. The board would like to read through the timeline and discuss the timeline as well as the transition dates for each position. They would like to be updated as we move through the timeline.</p> <p>Chief Abrigo: Informed the board that he is still waiting for a couple of bids to come back for the landscaping project. All the rigs and equipment are doing great. Currently looking into options for the resident housing at St. 87.</p>		
<p><u>Unfinished Business:</u> None</p>		
<p><u>Kitsap County Fire Commissioners Meeting Debrief:</u></p> <p>Commissioner Neupert informed the board at the next meeting the Kitsap County Assessor will be providing updates and information at the next meeting that will be held virtually.</p>		

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<p><u>New Business:</u></p> <p>2021 Annual Report – DAS Patti presented the 2021 Annual Report in which the board reviewed with no further questions.</p>		
<p><u>Public Comment:</u> Chair Pearson called for public participation. There was none.</p>		
<p><u>Good of the Order:</u> None</p>		
<p>There being no further business to conduct, the meeting was adjourned at 8:01 p.m. Approved</p>	*MSC	

DocuSigned by:
Patrick Pearson

Commissioner
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Wilson Stewart

Commissioner
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Commissioner
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Stephen Newport

Commissioner
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John Huntington

Commissioner
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Summer Luther

Attest
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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 presented.
	2 ND by Commissioner: Stewart	
	Carried/Vote	
Approval of the Minutes for 05/23/2022	Motion by Commissioner: Stewart	Motion to approve the minutes as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Voucher Approval: BVA Batch 6.1 for \$75,103.96	Motion by Commissioner: Stewart	Moved to approve the BVA's as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Resolution 2022-11: Payroll Account Balance	Motion by Commissioner: Gregory	Motion to approve Res. 2022-11 as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Resolution 2022-12: Declaration of Surplus Equipment	Motion by Commissioner: Stewart	Motion to approve Res. 2022-12 as presented.

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	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll: \$431,635.79	Motion by Commissioner: Gregory	Motion to approve the payroll as presented.
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Neupert	Motion to adjourn the meeting at 8:01 p.m.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: