

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

Date: 11/14/2022

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

Meeting called to order by Chair Pearson at 7:00 p.m.		
Present: Commissioner Pearson, Commissioner Gregory, Commissioner Huntington, Commissioner Stewart, Commissioner Neupert, Chief Smith, AC LaGrandeur, AC Abrigo, DAS Patti, DA Luther, CSS Laboda, BC Hickey, BC Murray, BC Buchanan, LT Slye, FF Schoonmaker, Vol. Tom Curley, LT Reilly Williams and family, Joel Hansen and Maggie Hansen		
<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	
LT. Williams Commendation: Chief LaGrandeur informed the board that while he was reviewing a report that we received from the Fire Marshals office from an incident in July of 2022 with another member, it was mentioned that Lt. Reilly Williams had responded to the incident while off duty and was able to use the fire extinguisher on the electrical fire keeping it contained until the department arrived. While Chief LaGrandeur was discussing the incident with Lt. Williams he showed a quality that is extremely important in public service, which was humility. He responded to a call that he didn't have to, early in the morning, and Chief LaGrandeur thanked Lt. Reilly Williams for his efforts and his service while presenting him with a letter of commendation.		
Meeting Minutes: A review of the meeting minutes from the October 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 #11.1 for \$209,721.70, BVA Batch #11.2 for \$73,023.64, BVA Batch #11.3 for \$40.18, and BVA Batch #11.4 for \$143,364.23. Commissioner Stewart provided an overview of all the expenses. Approved	*MSC	
Resolutions: The following Resolution was presented for approval: Approved		
<ul style="list-style-type: none"> • Resolution 2022-20 – Step Increase to 100% for Summer Luther 	*MSC	
Payroll: DAS Patti presented the November Payroll for \$451,257.31 to the board. Approved.	*MSC	
Public Comment: Chair Pearson called for public participation. There was none.		

11/14/22 - Regular Meeting

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

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Chief's	Report:
<p>Chief Smith: Reported that North Kitsap Fire & Rescue had a successful ballot measure outcome, passing by 64.83% as of this evening with votes still being counted. CSS Laboda informed the board that we had the highest voter turnout at 72%. Chief Smith reported on the event that took place at St. Michaels last Friday evening, and thanked CSS Laboda for writing the press release. They were having an abundance of ambulances waiting at the emergency department causing unruly wait times. We worked with the hospital to mitigate the situation with Chief McGanney (BFD), Assistant Chief Payne (BFD), and a Battalion Chief from CKFR who went down to the hospital to set up part of the program to start triage on all non-critical patients. Chief Faucett and Chief Gillard are both having weekly meetings with the CEO and ED Director at St. Michaels to come up with solutions during the week. CENCOM is providing us updates when the hospital has two units waiting more than 45 minutes to be able to divert if necessary and we are making progress with St. Michaels. Chief Smith reported that we are currently in budget development this week and will be meeting with the budget committee next week to finalize the 2023 budget. We will need to meet with the Tribe again as well as with Hill International to see where we are at with Station 84.</p> <p>Chief LaGrandeur: The call volume for October 2022 was 341 incidents. Of those, 57% were EMS, and 43% were non-EMS. There was one structure fire in October. There were no injuries to occupants or fire service personnel. We had 103 transports in October, which does not include transports by mutual aid agencies or airlifts. The total hours of overtime/comp time earned in October was 1,059 hours which 698 of those hours will be reimbursed due to wildland deployments, consortium work, and Port Ludlow Fire and Rescue coverage. This brought the net total for NKF&R to 361 hours which includes 24 hours of comp time earned with a majority of the overtime due to sending a group of personnel to IFSAC Firefighter II class. Chief LaGrandeur informed the board that the promotional testing for the position of Battalion Chief was completed last week and we have three candidates that will be moving on to the Chief's interviews. There will be Chiefs interviews held this week for the position of Lieutenant. We are currently accepting applications for four positions, which are due on November 23rd. Candidates will be invited to interviews by the end of the month with the anticipation that conditional offers will be made in early December.</p> <p>Chief Abrigo: Reported the capital project is still on going and we are waiting for the company to receive all of the materials and begin the install. We will be waiting until next year to complete the re-painting of the parking lots at Stations 81, 85 and 89 due to the weather change. Contacted John at True North and we are still waiting for the final revised pricing to come back.</p>	

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Unfinished Business: None		
New Business: None		
Public Comment: Chair Pearson called for public participation. There was none.		
<p>Good of the Order:</p> <p>Volunteer Tom Curley informed the board that John Dankers is currently on hospice. FF/PM Randles had asked Tom if the family would like an honor guard which the family did mention they would like that as well as hosting a little memorial event at Station 81, but will continue to provide Tom updates.</p> <p>Commissioner Huntington thanked CSS Laboda for everything she has done throughout this election period and for all of her hard work on the open houses. Commissioner Pearson thanked all members of the department for all of their hard work not only through the election period but for their daily service to their community. He thanked our community for coming to the open houses and sharing their stories of when our crews have assisted them and for all the hard work everyone puts in on a daily basis.</p> <p>Commissioner Stewart informed the board that as of today NKF&R will start to receive reservation requests for the annual holiday brunch that is coming up at the beginning of December. All of the invitations have gone out thanks to Commissioner Neupert and Commissioner Ellingsen at Poulsbo Fire. The KCFC will begin to distribute a flyer to all fire departments/districts for reservations. He will provide an update at the next meeting with a current reservation count. Chief Smith thanked DA Luther for her work on the flyer.</p> <p>CSS Laboda wanted to thank everyone for their hard work on the measure and throughout the election period as it is a group effort. She also reported that about two weeks ago there was a gentleman that came in who had been in cardiac arrest previously and his son had done CPR on him until our crews responded, and he wanted to thank the crew members that answered the call that day. He will be coming to our next meeting to see the crew again and to also hopefully interact with the Kitsap 911 dispatcher who received the call and those who were involved at St. Michaels.</p>		
There being no further business to conduct, the meeting was adjourned at 7:36 p.m. Approved	*MSC	

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DocuSigned by:
Patrick Pearson
Commissioner FCB9DB477...

DocuSigned by:
Wilson Stewart
Commissioner F4A8D9FD83D480...

DocuSigned by:
[Signature]
Commissioner C6DE84B2...

DocuSigned by:
Stephen Newport
Commissioner E47BC764DF1A46C...

DocuSigned by:
John Huntington
Commissioner E4A38A87301F4DE...

DocuSigned by:
Summer Luther
Attest 96DF35E9B2004C0...

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

Topic	Motion	
Acceptance of the Agenda	Motion by Commissioner: Gregory	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 10/24/2022	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:
Voucher Approval: BVA Batch 11.1 for \$209,721.70 BVA Batch 11.2 for \$73,023.64 BVA Batch 11.3 for \$40.18 BVA Batch 11.4 for \$143,364.23	Motion by Commissioner: Stewart	Moved to approve the BVAs as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution 2022-20: Step Increase to 100% for Summer Luther	Motion by Commissioner: Neupert	Motion to approve Res. 2022-20 as presented
	2 ND by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll: \$451,257.31	Motion by Commissioner:	Motion to approve the payroll as presented.

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

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	Huntington	
	2 ND by Commissioner: Gregory	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Gregory	Motion to adjourn the meeting at 7:36 p.m.
	2 ND by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: