

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

Date: 03/13/2023

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

Meeting called to order by Chair Gregory at 7:00 p.m.		
Present: Commissioner Gregory, Commissioner Stewart, Commissioner Neupert, Commissioner Pearson, Chief LaGrandeur, AC Abrigo, AC Buchanan, DAS Patti, DA Luther, CSS Laboda, Lt. Slye, FF Fergus, and Vol. Curley. Excused: Commissioner Huntington		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
Meeting Agenda: The Board reviewed the meeting agenda. Commissioner Gregory stated that we will need to remove Resolution 2023-10 from the agenda and discuss it at a later meeting. The agenda was approved as amended. Approved	*MSC	
Meeting Minutes: A review of the meeting minutes from the February 27 th , 2023 Board Meeting was conducted. The minutes were approved as presented. Approved	*MSC	
Blanket Voucher Approval (BVA): The following batch was presented for approval: BVA Batch #3.1 for \$79,038.50. Stewart provided an overview of all the expenses. Approved	*MSC	
Resolutions: The following resolution was presented to the board for approval. Approved. <ul style="list-style-type: none"> • 2023-09 – Declaration of Surplus Equipment 	*MSC	
Payroll: DAS Patti presented the March Payroll for \$474,696.55 to the board. Approved.	*MSC	
Public Comment: Chair Gregory called for public participation. There was none.		
Chief's Report: Chief LaGrandeur: St. Michael's wait times are continuing to drop. Even though the triple threat of illnesses (flu, RSV, and COVID) is subsiding, we're still seeing about the same number of transports each month county-wide. We're trending in the right direction but will continue to monitor wait times. A conditional offer of employment was made for a lateral firefighter position. This was done to address the vacancy created by a recent termination. He will come in as a year-two firefighter as he's just finishing his first year as a career firefighter in another department. The proposed resolution for this evening that was removed from the agenda is regarding a medic unit purchase. The		

03/13/23 - Regular Meeting

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

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<p>agreement had previously been signed, and due to this, we will need to re-work the resolution to have it presented at the next meeting.</p> <p>Chief Buchanan: The call volume for February 2023 was 267 incidents. Of those, 60% were EMS, and 40% were non-EMS. There was one structure fire in February. There were no injuries to occupants or fire service personnel. We had 95 transports in February, which does not include transports by mutual aid agencies or airlifts. The total hours of overtime/comp time earned in February was 261 hours. Chief Buchanan informed the board that Monday, March 6th, was day one for our four new hires. They spent the first week on days here at Station 81, during which they went through an onboarding process. Three of the four will start the academy today and the fourth new hire will report to B Shift on Thursday.</p> <p>Chief Abrigo: We will be going out for bids to complete the repaving of the parking lots of Stations 81/85/89, which Dan Fuller will be making the calls to this week. Our new Facilities Technician, Shane Seyboldt, completed the hiring process and will start on April 3rd. We will be keeping Tender 81 until May 9th for the WSRB. TrueNorth can't guarantee it will be back in time if we were to send it for repairs any sooner which is why we are not sending it until after the date mentioned.</p>		
<p><u>Unfinished Business:</u></p> <p>State Audit Update: Commissioner Stewart, Commissioner Neupert, DAS Patti, and Chief LaGrandeur all took part in the exit conference in which we received a clean audit for the years 2020 and 2021. There were no concerns for our financials and payroll liabilities and they had reviewed our open public meetings, which we did great in accountability for. We will want to strengthen our EFT policies and talk about possible fund restructuring in the future. We will have one final invoice which should be around \$2,000.00 which is over our budgeted amount.</p>		
<p><u>New Business:</u></p> <p>Joint Management Group: Chief LaGrandeur created a brief PowerPoint presentation that he reviewed with the board that discussed the pros and the cons of the group. He has a meeting set on Wednesday with the Fire Chiefs from Bainbridge Island Fire Department and Poulsbo Fire Department to discuss if they are thinking about joining the JMG.</p>		

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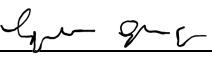
<p><u>EXECUTIVE SESSION:</u></p> <p>Commissioner Gregory announced that the Board will meet in an executive session pursuant to RCW 42.30.110 (g) for 20 minutes. She further stated that the Board will not be taking action following adjournment.</p> <p>Called to Order: 7:50 pm by Commissioner Gregory</p> <p>Present: Commissioner Gregory, Commissioner Stewart, Commissioner Neupert, Commissioner Pearson, DAS Patti, Chief LaGrandeur.</p> <p>Adjourned: 8:10 pm by Commissioner Gregory</p> <p>Commissioner Gregory resumed the regular meeting at 8:10 pm and stated that they will need another 3 minutes in the executive session.</p> <p>Called to Order: 8:11 pm by Commissioner Gregory</p> <p>Present: Commissioner Gregory, Commissioner Stewart, Commissioner Neupert, Commissioner Pearson, DAS Patti, Chief LaGrandeur.</p> <p>Adjourned: 8:14 pm by Commissioner Gregory</p> <p>Commissioner Gregory resumed the regular meeting at 8:14 pm</p> <p>Executive Session Action: None Taken.</p>		
<p><u>Public Comment:</u> Chair Gregory called for public participation. There was none.</p>		
<p><u>Good of the Order:</u></p> <p>Commissioner Stewart wanted to give his appreciation to all of those who climbed the Columbia Tower this past weekend as it was for such a great cause. The rest of the board also thanked all those who participated.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 8:16 p.m. Approved</p>	<p>*MSC</p>	

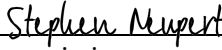
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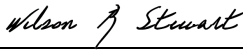
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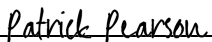
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Commissioner

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Attest

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BOARD OF FIRE COMMISSIONERS REGULAR MEETING

ACTION ITEMS

Topic

Motion

Acceptance of the Agenda	Motion by Commissioner: Pearson	Motion to approve the agenda as amended.
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of the Minutes for 02/27/2023	Motion by Commissioner: Stewart	Motion to approve the minutes as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Voucher Approval: BVA Batch 3.1 for \$79,083.50	Motion by Commissioner: Stewart	Moved to approve the BVAs as presented.
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Resolution: 2023-09 – Declaration of Surplus Equipment	Motion by Commissioner: Stewart	Motion to approve resolution 2023-09 as presented.
	2 ND by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll: \$474,696.55	Motion by Commissioner: Pearson	Motion to approve the payroll as presented.

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	2 ND by Commissioner: 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 8:16 p.m.
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: