

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

**Date:** 04/10/2023

**Time:** 7:00 p.m.

**Place:** Virtual Meeting using Teams

<b>Meeting called to order by Chair Gregory at 7:00 p.m.</b>		
<b>Present:</b> Commissioner Gregory, Commissioner Huntington, Commissioner Stewart, Commissioner Neupert, Commissioner Pearson, Chief LaGrandeur, AC Buchanan, DAS Patti, DA Luther, CSS Laboda, Lt. Slye, FF Fergus, and Vol. Curley. <b>Excused:</b> AC Abrigo		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
<b>Meeting Agenda:</b> The Board reviewed the meeting agenda. The agenda was approved as presented. <b>Approved</b>	<b>*MSC</b>	
<b>Meeting Minutes:</b> A review of the meeting minutes from the March 27 <sup>th</sup> , 2023, Board Meeting was conducted. The minutes were approved as presented. <b>Approved</b>	<b>*MSC</b>	
<b>Blanket Voucher Approval (BVA):</b> The following batch was presented for approval: <b>BVA Batch #4.1 for \$169,462.64.</b> Commissioner Stewart provided an overview of all the expenses. <b>Approved</b>	<b>*MSC</b>	
<b>Resolutions:</b> The following resolution was presented to the board for approval. <b>Approved.</b>		
<ul style="list-style-type: none"> <li>• 2023-11 – Purchase of a Road Rescue Type 1 Metro-Medic Unit &amp; Equipment via HGAC Cooperative Purchasing Contract</li> </ul>	<b>*MSC</b>	
<b>Payroll:</b> DAS Patti presented the April Payroll for <b>\$513,437.38</b> to the board. <b>Approved.</b>	<b>*MSC</b>	
<b>Public Comment:</b> Chair Gregory called for public participation. There was none.		
<b>Chief's Report:</b>		
<b>Chief LaGrandeur:</b> Fire Chiefs met with the Kitsap County Prosecutor, Chad Enright, to discuss concerns with ballot language for funding measures. After reviewing other county's language, he is willing to allow the word "restore" if the word "increase" is used in the same sentence. Had a meeting today with Eric Quitslund regarding the Station 84 project and they are close to setting up our next meeting to discuss the next steps. They have been researching their options for leasing and what their financial capabilities are for the portion of the project that they would fund. We are tentatively looking at late April, early May for the next meeting. We are currently preparing for our WSRB rating visit, which takes place on May 9 <sup>th</sup> with the information they have requested to be sent to them by April 18 <sup>th</sup> . The ILA for technical rescue response is being updated with input from the six fire departments in the county and once a draft is available, he will send it to the Board for review. Currently still working with Chief Moravec at Bainbridge		

04/10/23 - Regular Meeting

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

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<p>Island Fire to update the ILA for our facilities maintenance program. Poulsbo Fire Department submitted a letter officially withdrawing from the agreement. Once a final draft is completed, he will forward it to the Board for review.</p> <p><b>Chief Buchanan:</b> The call volume for March 2023 was 271 incidents. Of those, 65% were EMS, and 35% were non-EMS. There were no structure fires in March. We had 105 transports in March, which does not include transports by mutual aid agencies or airlifts. The total hours of overtime/comp time earned in March was 415 hours. Of which, 35 hours will be reimbursed by the Seattle Fire Department for training that took place. This reimbursement will be funded by the Port Security Grant DHS/FEMA and will be in the amount of \$2,144.39. This brings our new overtime/comp time to 380 hours. Chief Buchanan informed the board that Thursday, March 30<sup>th</sup>, was the first academy evaluation for our three new hires participating in the county fire academy. All three new hires had great reviews highlighting test scores, and all three had a great attitude. Our fifth new hire has completed his pre-employment process and will start with us May 1<sup>st</sup>. This new hire is a lateral from Olympia Fire Department and will not need to attend an academy.</p> <p><b>Chief Abrigo:</b> In his absence he provided a written report that was reviewed by Chief LaGrandeur.</p>		
<p><b>Committee Reports:</b> No updates currently.</p>		
<p><b>Public Comment:</b> Chair Gregory called for public participation. There was none.</p>		
<p><b>Good of the Order:</b></p> <p>PIO/CSS Laboda informed the board that the firefighters will be sponsoring the community meal that happens every month at Village Green this Friday between 5:00 p.m. and 6:00 p.m. Commissioner Gregory asked if they needed any assistance which PIO/CSS Laboda informed her that if there are any volunteers that they can come Thursday from 12:00 p.m. to 4:00 p.m. or on Friday starting at 11:00 a.m.</p> <p>Commissioner Neupert informed the board that the Volunteer Pension Bill has gone to the Governor for his review.</p>		
<p>There being no further business to conduct, <b>the meeting was adjourned at 7:39 p.m. Approved</b></p>	<p><b>*MSC</b></p>	

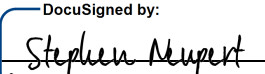
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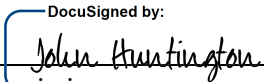
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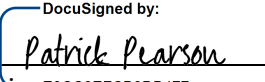
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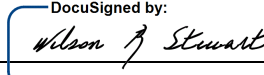
**Place:** Virtual Meeting using Teams

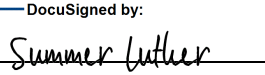
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**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
ACTION ITEMS**

Topic	Motion	
<b>Acceptance of the Agenda</b>	Motion by Commissioner: Huntington	Motion to approve the agenda as presented.
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	
<b>Approval of the Minutes for 03/27/2023</b>	Motion by Commissioner: Pearson	Motion to approve the minutes as presented.
	2 <sup>ND</sup> by Commissioner: Neupert	
	Carried/Vote	
<b>Voucher Approval:</b> BVA Batch 4.1 for <b>\$169,462.64</b>	Motion by Commissioner: Stewart	Moved to approve the BVAs as presented.
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	
<b>Resolution:</b> 2023-11 – Purchase of a Road Rescue Type 1 Metro-Medic Unit & Equipment via HGAC Cooperative Purchasing Contract	Motion by Commissioner: Stewart	Motion to approve resolution 2023-11 as presented.
	2 <sup>ND</sup> by Commissioner: Neupert	
	Carried/Vote	

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<b>Payroll: \$513,437.38</b>	Motion by Commissioner: Neupert	Motion to approve the payroll as presented.
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Adjourn Meeting</b>	Motion by Commissioner: Huntington	Motion to adjourn the meeting at 7:39 p.m.
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: