

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

**Date:** 09/11/2023

**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 Neupert, Commissioner Pearson, Chief LaGrandeur, AC Buchanan, AC Abrigo, DAS Patti, DA Luther, PIO/CSS Laboda, FF Fergus, and Vol. Curley. <b>Excused:</b> Commissioner Stewart		
<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 August 28 <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 batches were presented for approval: <b>BVA Batch #9.1</b> for <b>\$192,831.93</b> . Commissioner Huntington provided an overview of all the expenses. <b>Approved</b>	<b>*MSC</b>	
<b>Payroll:</b> DAS Patti presented the September Payroll for <b>\$589,080.17</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>		
<p><b>Chief LaGrandeur:</b> Contract negotiations for the uniformed and non-uniformed CBA are continuing. We have come to a point where we are putting together language on our new contract to be presented to the bargaining units. We anticipate we will have contracts to put forward for a vote by the end of September. The 2024 budget preparations are ongoing. All budget requests have been submitted and over the next two weeks, we should have a preliminary budget to present to the budget committee. We will work on scheduling a meeting with the committee members as we get closer to being ready to present. Our insurance switch to Enduris has been completed. We have our policies and binders in our possession, as we have canceled our policies with Brown &amp; Brown except for cyber security and our WFIS accident and sickness policies, which we will run until the end of their terms. At that point, we will revisit these policies with WHA and then change providers if appropriate to do so. The following individuals received a step increase this month: Michael Foreman, Cliff McKenzie, Jesse Ramos, Sam Strausz, and Shawn Hampton.</p> <p><b>Chief Buchanan:</b> The call volume for August 2023 was 370 incidents. Of those, 56% were EMS, and 44% were non-EMS. There were no structure fires in August. We had 128 transports in August, which does not include transports</p>		

09/11/23 - Regular Meeting

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

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<p>by mutual aid agencies or airlifts. The total hours of overtime/comp time earned in August was 1,454.5 hours. Of those hours, 602.5 of them are reimbursable due to Wildland deployments. Bainbridge Island medic overtime was 0 hours for August. On September 5<sup>th</sup>, our two new hires started the County Fire Academy in Bremerton and are expected to finish on December 15<sup>th</sup>.</p> <p><b>Chief Abrigo:</b> We are currently continuing the Station 81 carport project which we will be going out for bids soon. The garden shed is almost completed at Station 81 as they will be doing the siding and painting this week. We are currently waiting for a center console for the new BC rig. The MCT project is still in progress.</p>		
<p><b><u>New Business:</u></b></p> <p><b>Ambulance Billing Rates Proposal:</b> Chief LaGrandeur provided the board with a written proposal for increasing our ambulance billing rates over the next five years. Chief explained that a recent analysis has shown that on average, Kitsap fire agencies have fallen below the transport billing rates utilized in other counties across Washington State. NKF&amp;R has not increased ambulance transport fees and mileage rates since February 1, 2003. There are no recommended changes to our billing policy as we are recommending we keep these practices in place. Chief LaGrandeur recommended that we adopt the proposed updated billing schedule beginning January 1<sup>st</sup>, 2024. Future adjustments may be needed based on the financial needs of the District and the state of the economy. Chief would like the board to think about the proposal and we will discuss action at a later meeting.</p>		
<p><b><u>Committee Reports:</u></b> No updates at this time.</p>		
<p><b><u>Public Comment:</u></b> Chair Gregory called for public participation. There was none.</p>		
<p><b><u>Good of the Order:</u></b></p> <p>Commissioner Huntington will be attending the next board meeting via Zoom. Commissioner Neupert informed the board that the next KCFA meeting will be held via Zoom only on September 26<sup>th</sup>.</p>		

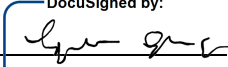
**NORTH KITSAP FIRE & RESCUE  
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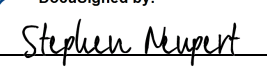
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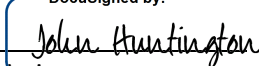
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Commissioner Huntington asked if there had been any delays at Harrison Medical Center’s ER, to which Chief LaGrandeur responded that the averages have been holding steady with a little over an hour wait time that has occurred on only four occasions.		
There being no further business to conduct, <b>the meeting was adjourned at 7:35 p.m. Approved</b>	<b>*MSC</b>	

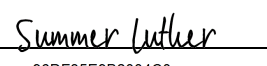
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**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
ACTION ITEMS**

Topic	Motion	
<b>Acceptance of the Agenda</b>	Motion by Commissioner: Pearson	Motion to approve the agenda as presented.
	2 <sup>ND</sup> by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Approval of the Minutes for 08/28/2023</b>	Motion by Commissioner: Pearson	Motion to approve the minutes as presented.
	2 <sup>ND</sup> by Commissioner: Neupert	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Voucher Approval:</b> BVA Batch 9.1 for <b>\$192,831.93</b>	Motion by Commissioner: Neupert	Moved to approve the BVAs as presented.
	2 <sup>ND</sup> by Commissioner: Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Payroll: \$589,080.17</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: Neupert	Motion to adjourn the meeting at 7:35 p.m.
	2 <sup>ND</sup> by Commissioner:	

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	Huntington	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: