

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

Date: 01/08/2024

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

<p>Meeting called to order by Chair Gregory at 7:00 p.m. Present: Commissioner Gregory, Commissioner Huntington, Commissioner Stewart, Commissioner Neupert, Commissioner Pearson, Chief LaGrandeur, AC Buchanan, AC Abrigo, DAS Patti, DA Luther, PIO/CSS Laboda, and Vol. Curley.</p>		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
<p>Meeting Agenda: The Board reviewed the meeting agenda. The agenda was approved as presented. Approved</p>	*MSC	
<p>RESOLUTION 2024-01- Appointment and or Election of Official Functions for North Kitsap Fire and Rescue. Approved.</p> <ul style="list-style-type: none"> • Chair- Gillian Gregory was nominated and seconded to continue as Board Chair for 2024 • Vice-Chair- John Huntington was nominated for seconded to continue as Vice Chair for 2024 • Voucher Delegation of Signing Authority for Interim Voucher – Wilson Stewart was nominated and seconded for Voucher Delegation of Signing Authority for Interim Voucher Runs. John Huntington will continue to be the alternate in training. • Board for Volunteer Firefighter Representative Stephen Neupert was nominated and seconded for Board for Volunteer firefighter representative <p>Appointments: All appointments were agreed upon. <i>Recording Secretary:</i> DA Luther <i>HIPAA Compliance Officer:</i> Secretary Todd <i>Records Request Custodian:</i> DAS Patti</p> <p>Committee Assignments: Planning Committee: Gillian Gregory, John Huntington, Patrick Pearson, Wilson Stewart, Stephen Neupert, Finance Committee: John Huntington and Stephen Neupert Labor Relations: It was agreed upon by all board members to retire this committee.</p>	*MSC	
<p>Meeting Minutes: A review of the meeting minutes from the December 11th, 2023, Board Meeting was conducted. The minutes were approved as presented. Approved</p>	*MSC	

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

Date: 01/08/2024

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

<p>Blanket Voucher Approval (BVA): The following batches were presented for approval: BVA Batch #12.2 for \$227,047.13, BVA Batch #12.3 for \$80,939.21, BVA Batch #12.4 for \$9,826.73, and BVA Batch #1.1 for \$279,386.65. Commissioner Stewart provided an overview of all the expenses. Approved</p>	<p>*MSC</p>	
<p>Payroll: DAS Patti presented the January Payroll for \$521,131.15 to the board. Approved.</p>	<p>*MSC</p>	
<p>Public Comment: Chair Gregory called for public participation. There was none.</p>		
<p>New Business:</p> <p>Certificate of Compliance: DAS Patti informed the board that the we will need the Chair to sign our annual Certificate of Compliance for the WFCR Health Care Plan that we offer. This was presented to Chair Gregory for her signature.</p>		
<p>Chief's Report:</p> <p>Chief LaGrandeur: Informed the board we received a response regarding the WSRB rating and a final report has been completed. The Station 87 situation has been resolved and the District has maintained a rating of 4 for all areas served. Port Gamble S'Klallam reservation did increase from a 4 to a 5, but that does not impact the rating of the fire district. We have confirmed that the part-time position for the Training Consortium will be PERS eligible with DRS and that NKF&Rs policy states that part-time employees are eligible for the benefit allocation. This was reported to the Kitsap County Fire Chiefs and was approved. A proposed final draft of the TEMS agreement has been completed and will be sent to the Board members for review and approval at the next meeting. We have new Union representatives, which include Matthew Thompson as the new Vice President and Brandon Robichaux as the new Assistant Vice President. He gave his thanks to both Justin Slye and Russell Fergus for their work in those roles over the last two years.</p> <p>Chief Buchanan: The call volume for December 2023 was 320 incidents. Of those, 66% were EMS, and 34% were non-EMS. There were no structure fires in our district in December. We had 118 transports in December, which does not include transports by mutual aid agencies or airlifts. For 2023, we responded to 3,726 incidents, which was 63% EMS and 37% Fire, which is 3% more than the 2022 total of 3,623. The total hours of overtime/comp time earned in December was 654 hours. No hours are reported for Bainbridge Island overtime. Our new hires graduated from the Kitsap County Fire Academy on December 15th, and have officially begun their probationary period. Bob Davis is a new member on A shift and Michelle Stupay is the latest member on B shift.</p>		

01/08/24 - Regular Meeting

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

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

Date: 01/08/2024

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

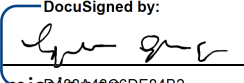
<p>Chief Abrigo: The capital project for painting the interior of Stations 81 is still in progress. Tender 81 left on January 3rd to get repaired, and will hopefully be returning in 1-2 months.</p>		
<p>Committee Reports: None</p>		
<p>Public Comment: Chair Gregory called for public participation. There was none.</p>		
<p>Good of the Order:</p> <p>Commissioner Neupert stated that in the past, the department was authorized to fund an awards banquet annually. This years is being funded by the house fund, and he wanted to raise the question if the department is still allowed to cover the funding in the future. Chief LaGrandeur informed the board that with the quick turn around we had this year for the banquet we decided to use the house fund but going forward we will discuss the future banquets with the board to see how the future funding will work for the banquet moving forward.</p> <p>Commissioner Huntington stated that he will be attending the next meeting virtually.</p> <p>DAS Patti informed the board that both Commissioner Huntington and Commissioner Neupert have both been sworn in prior to this evenings meeting. She congratulated them on successfully passing the election and for being our Commissioners for another 6 years.</p>		
<p>There being no further business to conduct, the meeting was adjourned at 7:26 p.m. Approved</p>	<p>*MSC</p>	

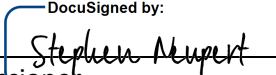
**NORTH KITSAP FIRE & RESCUE
BOARD OF FIRE COMMISSIONERS**

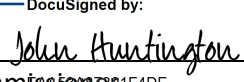
Date: 01/08/2024

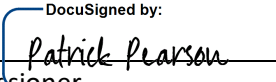
Time: 7:00 p.m.

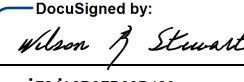
Place: Virtual Meeting using Teams

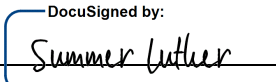
DocuSigned by:

Commissioner
E189A1066DE84B2...

DocuSigned by:

Commissioner
7476C764DF1A46C...

DocuSigned by:

Commissioner
E189A1066DE84B2...

DocuSigned by:

Commissioner
C0EFCB9DB477...

DocuSigned by:

Commissioner
96DF35E9B2004C0...

DocuSigned by:

Attest
96DF35E9B2004C0...

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

Date: 01/08/2024

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

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

Topic

Motion

Acceptance of the Agenda	Motion by Commissioner: Pearson	Motion to approve the agenda as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	
Approval of the Minutes for 12/11/2023	Motion by Commissioner: Huntington	Motion to approve the minutes as presented.
	2 ND by Commissioner: Stewart	
	Carried/Vote	
Voucher Approval: BVA Batch 12.2 for \$227,047.13 BVA Batch 12.3 for \$80,939.21 BVA Batch 12.4 for \$9,826.73 BVA Batch 1.1 for \$279,386.65	Motion by Commissioner: Stewart	Moved to approve the BVAs as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	
Payroll: \$521,131.15	Motion by Commissioner: Pearson	Motion to approve the payroll as presented.
	2 ND by Commissioner: Huntington	
	Carried/Vote	

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

Date: 01/08/2024

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

<p>Resolutions: 2024-01 – 2024 Appointment and or Election of Official Functions for North Kitsap Fire and Rescue</p>	<p>Motion by Commissioner: Pearson</p>	<p>Motion to approve resolution 2024-01 as presented.</p>
	<p>2ND by Commissioner: Stewart</p>	
	<p>Carried/Vote</p>	<p>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:</p>
<p>Adjourn Meeting</p>	<p>Motion by Commissioner: Pearson</p>	<p>Motion to adjourn the meeting at 7:26 p.m.</p>
	<p>2ND by Commissioner: Neupert</p>	
	<p>Carried/Vote</p>	<p>Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:</p>