

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

Date: 02/26/2024

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

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|---|----------------------|--------------------------------------|
| Meeting called to order by Chair Gregory at 7:00 p.m. | | |
| Present: Commissioner Gregory, Commissioner Huntington, Commissioner Stewart, Commissioner Pearson, Chief LaGrandeur, AC Buchanan, AC Abrigo, DAS Patti, DA Luther, PIO/CSS Laboda, BC Murray, A-Shift Personnel, Vol. Curley, Vol. Hansen, the family of Commissioner Stephen Neupert (David Neupert, Eileen Hermansen, Gunnar Hermansen), and Eric Arentson. | | |
| <u>Topic</u> | <u>Action</u> | <u>Assigned/ Deadline</u> |
| <u>Meeting Agenda:</u> The Board reviewed the meeting agenda. The agenda was approved as presented. Approved | *MSC | |
| <u>COMMISSIONER NEUPERT RECOGNITION:</u> In honor of the passing of Commissioner Stephen Neupert, all in attendance sat in a moment of silence. Commissioner Gregory introduced Commissioner Neupert’s family members, David Neupert, Eileen Hermansen, and her husband Gunnar Hermansen. Each board member shared their most memorable moments with Commissioner Neupert and presented the family with flowers. David Neupert spoke on behalf of the family, sharing kind and thoughtful notes about Commissioner Neupert and what North Kitsap Fire and Rescue as well as the Community we serve meant to him. Commissioner Gregory also noted the passing of Robert Lacey and shared a beautiful sentiment to him and his family as well. | *MSC | |
| <u>Meeting Minutes:</u> A review of the meeting minutes from the January 22, 2024 Board Meeting was conducted. The minutes were approved as presented. Approved | *MSC | |
| <u>Blanket Voucher Approval (BVA):</u> The following batches were presented for approval: BVA Batch #2.1 for \$15,919.60, BVA Batch #2.2 for \$225,610.30, BVA Batch #2.3 for \$77,508.92, BVA Batch #2.4 for \$106,699.08, and BVA Batch #2.5 for \$15,812.85. Commissioner Huntington provided an overview of all the expenses. Approved | *MSC | |
| <u>Payroll:</u> DAS Patti presented the February Payroll for \$508,425.65 to the board. Approved. | *MSC | |
| <u>Public Comment:</u> Chair Gregory called for public participation. There was none. | | |
| <u>Old Business:</u> | | |
| <u>NKFR/BIFD Shared Facilities Maintenance Agreement:</u> Chief LaGrandeur provided an updated proposed agreement to the board. Chief asked the board for their approval to sign the agreement and move forward. Commissioner Gregory thanked Chief for the summary he provided of all the changes within the agreement. Approved | *MSC | |

02/26/24 - Regular Meeting

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

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| <p>EJFR Apparatus Maintenance Agreement: Chief LaGrandeur provided the updated proposed agreement to the board. Commissioner Gregory thanked Chief for providing a summary of the changes for this agreement as well. Commissioner Huntington thanked Chief Abrigo for his explanation on all of the items. Approved</p> | <p>*MSC</p> | |
| <p><u>New Business:</u></p> <p>Commissioner Vacancy: Commissioner Gregory reviewed the requirements of filling the vacant Commissioner position on the board. Chief LaGrandeur stated the person that the board will appoint into the position will serve until elections in 2025 where if they choose to, they can run for the vacant position.</p> <p>Station 84 Project: Chief LaGrandeur stated that the Suquamish Tribe are interested in potentially collaborating on a joint facility in Suquamish. He stated that they can apply for a FEMA BRIC Grant to start that process. To get this grant, the interested/join party will have to commit to conducting an environmental impact study. The Tribe approached Chief LaGrandeur to sign a letter to move forward with this as it is a requirement for the grant application to have both parties sign the letter. Chief LaGrandeur stated that there is no financial commitment for our organization at this time. He provided the board with the letter for their review. The Board of Commissioners gave their full support to Chief LaGrandeur to move forward.</p> | | |
| <p><u>Chief's Report:</u></p> <p>Chief LaGrandeur: Provided the board with the TEMS agreement for signature. Maria Jameson-Owens, who was the Deputy Director of Kitsap 911, has been named the Acting Director. They have assured us that the radio project and daily operations will not be affected by the change in leadership. There will be an upcoming Executive Committee and Board of Directors meeting for Kitsap 911 where there will be more discussions about the Director position and how they want to address it. Interviews for the part time position at the Training Consortium are almost complete. They are anticipating a March 15th start date for the position.</p> <p>Chief Buchanan: The call volume for January 2024 was 406 incidents. Of those, 61% were EMS, and 39% were non-EMS. We had one structure fire in our district in January. We had 141 transports in January, which does not include transports by mutual aid agencies or airlifts. The total hours of overtime/comp time earned in January was 276 hours. No hours are reported for Bainbridge Island overtime. Two of our members will have a step increase this month, both FF Tucker Burns and FF Brooks Ellingsen will move to step three.</p> | | |

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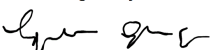
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|---|--------------------|--|
| <p>Chief Abrigo: The capital project for painting the interior of Station 89 has been completed and they will have Station 85 completed by the end of the week. They had a pre-build meeting earlier this afternoon with True North to discuss the 4x4 ambulance purchase from about a year and a half ago, they gave us a projected date of arrival being mid-July of this year.</p> | | |
| <p>Public Comment: Chair Gregory called for public participation. There was none.</p> | | |
| <p>EXECUTIVE SESSION:</p> <p>Commissioner Gregory announced that the Board will meet in executive session pursuant to RCW 42.30.110 (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. The executive session will be for 10 minutes. She further stated that the Board will not take action following adjournment.</p> <p>Called to Order: 7:54 pm by Commissioner Gregory</p> <p>Present: Commissioner Gregory, Commissioner Huntington, Commissioner Stewart, Commissioner Pearson, Chief LaGrandeur, and DAS Patti.</p> <p>Adjourned: 8:04 pm by Commissioner Gregory</p> <p>Commissioner Gregory resumed the regular meeting at 8:05 pm</p> <p>Executive Session Action: None.</p> | | |
| <p>Good of the Order:</p> <p>The next Kitsap County Fire Commissioners Association meeting is tomorrow, February 27th, and Director Roger Ferris along with our lobbyist will be in attendance. They will be providing a legislative report on where we stand with the different bills we have up in the legislature.</p> | | |
| <p>There being no further business to conduct, the meeting was adjourned at 8:07 p.m. Approved</p> | <p>*MSC</p> | |


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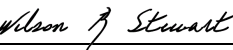
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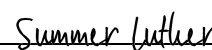
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Attest

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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 presented. |
| | 2 ND by Commissioner: Huntington | |
| | Carried/Vote | |
| Approval of the Minutes for 01/22/2024 | Motion by Commissioner: Pearson | Motion to approve the minutes as presented. |
| | 2 ND by Commissioner: Huntington | |
| | Carried/Vote | |
| Voucher Approval: BVA Batch 2.1 for \$15,919.60 BVA Batch 2.2 for \$225,610.30 BVA Batch 2.3 for \$77,508.92 BVA Batch 2.4 for \$106,699.08 BVA Batch 2.5 for \$15,812.85 | Motion by Commissioner: Huntington | Moved to approve the BVAs as presented. |
| | 2 ND by Commissioner: Stewart | |
| | Carried/Vote | |
| Payroll: \$508,425.65 | Motion by Commissioner: Huntington | Motion to approve the payroll as presented. |
| | 2 ND by Commissioner: Pearson | |
| | Carried/Vote | |

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| NKFR/BIFD Shared Facilities Maintenance Agreement | Motion by Commissioner: Pearson | Motion to approve the agreement as presented. |
| | 2 ND by Commissioner: Huntington | |
| | Carried/Vote | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: |
| EJFR Apparatus Maintenance Agreement | Motion by Commissioner: Huntington | Motion to approve the agreement as presented. |
| | 2 ND by Commissioner: Pearson | |
| | Carried/Vote | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: |
| Adjourn Meeting | Motion by Commissioner: Huntington | Motion to adjourn the meeting at 8:07 p.m. |
| | 2 ND by Commissioner: Stewart | |
| | Carried/Vote | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: |

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