

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

Date: 06/10/2024

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 Pearson, Commissioner Tate, Chief LaGrandeur, AC Abrigo, AC Buchanan, DAS Patti, DA Luther, PIO/CSS Laboda, Vol. Curley, and Vol. Hansen Excused: Commissioner Huntington and Commissioner Stewart,		
<u>Topic</u>	<u>Action</u>	<u>Assigned/ Deadline</u>
Meeting Agenda: The Board reviewed the meeting agenda. The agenda was approved as presented. Approved	*MSC	
Meeting Minutes: A review of the meeting minutes from the May 28, 2024, Regular Board Meeting was conducted. The minutes were approved as presented. Approved	*MSC	
Blanket Voucher Approval (BVA): The following batches were presented for approval: BVA Batch #6.1 for \$56,274.01 , BVA Batch #5.5 for \$918.65 , and BVA Batch #5.6 for \$155.44 . Commissioner Gregory shared an overview of all the expenses that were provided by Commissioner Stewart in his absence. Approved	*MSC	
Payroll: DAS Patti presented the June Payroll of \$511,099.02 to the board. Approved.	*MSC	
Public Comment: None		
<u>New Business:</u>		
<u>2024 Annual Report:</u> DAS Patti informed the board that she has submitted the annual report, and she will place it on Microsoft Teams. She explained that his report gets sent to the auditor which is then placed on their website and is available to the public. We can make changes as needed to the report up to the point when our audit starts.		
<u>Cellular Tower Proposal:</u> Chief LaGrandeur met with a representative from Capital Design Services who has provided a proposal to us to build a cellular tower at Station 81. They have been contracted to find a new tower site for Verizon, in the Kingston area. He shared with the board the three potential locations at Station 81 where the tower would be able to be built. They would pay NKF&R a lease in the amount of \$1,200.00 per month to start. It does require a 50x50 spot for a concrete pad, a fence to go around the tower, diesel power generator and electronic cabinets to be mounted on the concrete as well, which are all paid for by them. Commissioner Gregory would like to know how we can remove ourselves from the lease if we no longer want the tower on our property, and if they are able to make it		

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

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look like a tree rather than a tower. Chief LaGrandeur stated he will follow up with the representative and get some more details and those questions answered. He will provide an update at our next meeting.		
<p><u>Chief's Report:</u></p> <p>Chief LaGrandeur: Reported that Maria Jameson-Owens has been named the new Executive Director and her contract is now approved by their Board of Directors. They are currently working on their 2025 budget which includes an estimated increase in our Kitsap 911 user fees at the rate of \$14,225.59. This is largely due to their proposal to have some technology expenses passed on to the fire departments, but no decision has been made yet by the Board of Directors. We had our first EMS levy presentation last Thursday at the Suquamish Community Advisory Council, and it went very well. Met with Dr. Monohon, who was hired by the Suquamish Tribe to work on grant applications for station funding. They are currently waiting for the results of the FEMA BRIC grant application. They are also working on additional grant opportunities through USDA, HUD, and other federal agencies that focus on infrastructure development for Native American reservations. The Suquamish Tribe remains committed to collaborating with us on a new station. Chief mentioned that he is currently working on the 2025 budget analysis to determine if we can hire two more people due to unexpected extended medical leaves that we are unsure of the outcome but do want to be prepared for the possibility of them leading to separation of service. If we can fund two more positions, he will then request to do so but he does want to ensure we can afford both positions, even if nobody separates from service. After reviewing our current ILA with EJFR for live fire prop, he will be requesting that we work on updating it to remove reference to Port Ludlow Fire and Rescue.</p> <p>Chief Buchanan: The call volume for May 2024 was 320 incidents. Of those, 70% were EMS, and 30% were non-EMS. We had one structure fire in our district in May. We had 120 transports in May, which does not include transports by mutual aid agencies or airlifts. The total hours of overtime/comp time earned in May was 650 hours. No hours are reported for Bainbridge Island overtime. Three of our members completed a 40-hour rescue swimmer course. This will give us four rescue swimmers in the department, and we are looking to send three more next year. TEMS update, one member from North Kitsap Fire and Rescue will be participating in the Kitsap County TEMS program. Firefighter Stephen Klunk was selected by the Kitsap County Sheriff's Office to be one of the team members.</p> <p>Chief Abrigo: We are almost finished with the facilities vehicle project. It is in operation; we are just waiting for a canopy to arrive and be installed. Both the dump trailer project and the service bed project have been successfully</p>		

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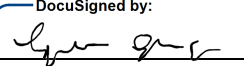
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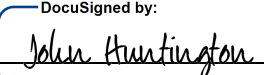
Place: Virtual Meeting using Teams

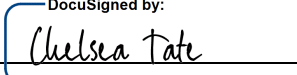
completed and are both in operation. We have started the second phase of the carport project. We have submitted the permit and are currently waiting for the result. Tender 81 has finished its body repair and is currently at Hughes Fire Equipment.		
Public Comment: Chair Gregory called for public participation. There was none.		
Good of the Order: None		
There being no further business to conduct, the meeting was adjourned at 7:42 p.m. Approved	*MSC	

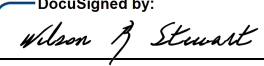
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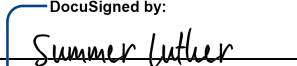
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**BOARD OF FIRE COMMISSIONERS REGULAR MEETING
ACTION ITEMS**

Topic

Motion

Acceptance of the Agenda	Motion by Commissioner: Tate	Motion to approve the agenda as presented.
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of the Minutes for 05/28/2024	Motion by Commissioner: Pearson	Motion to approve the minutes as presented.
	2 ND by Commissioner: Tate	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Voucher Approval: BVA Batch 5.5 for \$918.65 BVA Batch 5.6 for \$155.44 BVA Batch 6.1 for \$56,274.01	Motion by Commissioner: Tate	Moved to approve the BVAs as presented.
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
June Payroll: \$511,099.02	Motion by Commissioner: Pearson	Motion to approve the June payroll as presented.
	2 ND by Commissioner: Tate	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Tate	Motion to adjourn the meeting at 7:42 p.m.

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