

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

**Date:** 07/08/2024

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

**Place:** Virtual Meeting using Teams

<p><b>Meeting called to order by Chair Gregory at 7:00 p.m.</b>  <b>Present:</b> Commissioner Gregory, Commissioner Huntington, Commissioner Stewart, Commissioner Pearson, Commissioner Tate, Chief LaGrandeur, AC Abrigo, AC Buchanan, DA Luther, DAS Patti, PIO/CSS Laboda, FF/PM Thompson, Vol. Curley, and Vol. Hansen</p>		
<u><b>Topic</b></u>	<u><b>Action</b></u>	<u><b>Assigned/ Deadline</b></u>
<p><b>Meeting Agenda:</b> The Board reviewed the meeting agenda. Chief LaGrandeur requested to amend the agenda to add Policy 210 and related forms under New Business. The agenda was approved as amended. <b>Approved</b></p>	<b>*MSC</b>	
<p><b>Meeting Minutes:</b> A review of the meeting minutes from the June 24, 2024, Regular Board Meeting was conducted. The minutes were approved as presented. <b>Approved</b></p>	<b>*MSC</b>	
<p><b>Blanket Voucher Approval (BVA):</b> The following batches were presented for approval: <b>BVA Batch #6.5 for \$960.06, BVA Batch #6.6 for \$157.37, and BVA Batch #7.1 for \$219,195.93.</b> Commissioner Stewart provided an overview of all the expenses. <b>Approved</b></p>	<b>*MSC</b>	
<p><b>Payroll:</b> DAS Patti presented the July Payroll of <b>\$616,476.08</b> to the board. <b>Approved.</b></p>	<b>*MSC</b>	
<p><b>Public Comment:</b> None</p>		
<p><b><u>New Business:</u></b></p> <p><b>Policy 210- Leave Donation &amp; Related Forms:</b> Chief LaGrandeur reviewed the drafted policy for leave donation along with the forms associated. The board reviewed the drafted policy and unanimously agreed to move forward and approve Policy 210 – Leave Donation and its related forms.</p>	<b>*MSC</b>	
<p><b><u>Chief’s Report:</u></b></p> <p><b>Chief LaGrandeur:</b> Reported the Kitsap County Fire Chiefs met with Executive Director Maria Jameson-Owens to discuss concerns about technology costs being passed on to the fire departments. Based on their conversation, it sounds like the recommendation is not to do that for the 2025 budget but that it will continue to be a topic of discussion for the future. We received a preliminary report from the County Assessor, and it looks as if we are projected to have a 1.93% increase in assessed valuation, which takes into account 1% for new construction. The</p>		

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<p>County increases range from .21% to 3.31%. The Assessor’s office conducts a physical assessment for 1/6<sup>th</sup> of the county each year, and our fire district will have its physical assessment done in 2025. Chief is continuing with community presentations that include our annual fire district update and information on EMS, with the last presentation scheduled for July 17<sup>th</sup> at the Super Seniors Luncheon. Bainbridge Island Fire Department has requested that we include sharing our facilities Technician for the remainder of the year, starting August 1<sup>st</sup>. We currently only split the cost of the Facilities Supervisor. The board agreed to move forward with this and to include our Facilities Technician in the ILA. Chief will draft a revised ILA and inform Chief Moravec.</p> <p><b>Chief Buchanan:</b> The call volume for June 2024 was 301 incidents. Of those, 63% were EMS, and 37% were non-EMS. We had one structure fire in our district in June. We had 110 transports in June, which does not include transports by mutual aid agencies or airlifts. The total hours of overtime/comp time earned in June was 1,092.25 hours, of which 63 hours will be reimbursed by DNR for wildland mobilization. No hours are reported for Bainbridge Island overtime. Our two new hires are still working through their pre-employment process. They both should be complete by the end of July, possibly running into the first part of August. We did have our first wildland deployment in June, that was PIO Laboda responding to the Dearing Fire near Darrington, WA.</p> <p><b>Chief Abrigo:</b> The facilities vehicle project is almost complete. We are still waiting for a canopy, but the vehicle is in operation. We have successfully completed both the dump trailer project and the service bed project, and both are in operation. We have started the second phase of the carport project now that the permitting process has been completed. We are now currently waiting for the planning section to approve our permit. We have started the patio project at Station 89. We replaced the carpet in the day room at Station 85, which looks very nice. Tender 81 has successfully been repaired and is now in operation. We are still waiting for Raycom to finish installing the radio in the new BC rig.</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>Commissioner Pearson mentioned that PIO Laboda has done a wonderful job getting the word out about our deployments, as well as all the calls on brush fires in our district via social media. He wanted to thank the crews and volunteers for their work on each call and for helping provide updates along the way.</p>		

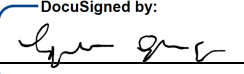
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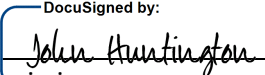
**Time:** 7:00 p.m.

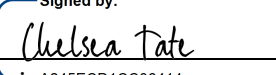
**Place:** Virtual Meeting using Teams

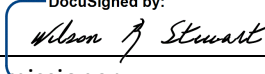
There being no further business to conduct, <b>the meeting was adjourned at 7:35 p.m. Approved</b>	<b>*MSC</b>	
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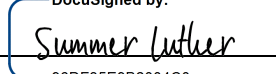
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**BOARD OF FIRE COMMISSIONERS REGULAR MEETING  
ACTION ITEMS**

Topic	Motion	
<b>Acceptance of the Agenda</b>	Motion by Commissioner: Pearson	Motion to approve the agenda as amended.
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Approval of the Minutes for 06/24/2024</b>	Motion by Commissioner: Tate	Motion to approve the minutes as presented.
	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Voucher Approval:</b> BVA Batch 6.5 for <b>\$960.06</b> BVA Batch 6.6 for <b>\$157.37</b> BVA Batch 7.1 for <b>\$219,195.93</b>	Motion by Commissioner: Stewart	Moved to approve the BVAs as presented.
	2 <sup>ND</sup> by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>July Payroll: \$616,476.08</b>	Motion by Commissioner: Pearson	Motion to approve the July payroll as presented.
	2 <sup>ND</sup> by Commissioner: Tate	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Policy 210 – Leave Donation &amp; Related Forms</b>	Motion by Commissioner: Tate	Motion to approve the policy as presented.

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	2 <sup>ND</sup> by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
<b>Adjourn Meeting</b>	Motion by Commissioner: Pearson	Motion to adjourn the meeting at 7:35 p.m.
	2 <sup>ND</sup> by Commissioner: Tate	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: