

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

Date: 09/23/2024

Time: 7:00 p.m.

Place: Virtual Meeting using Teams

Meeting called to order by Vice Chair Huntington at 7:00 p.m.		
Present: Commissioner Huntington, Commissioner Stewart, Commissioner Pearson, Commissioner Tate, Chief LaGrandeur, AC Abrigo, AC Buchanan, DAS Patti, DA Luther, FF Hansen, and Vol. Curley. Excused: Commissioner Gregory, and PIO/CSS Laboda		
<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 September 9 th , 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 #9.2 for \$262,190.56 , BVA Batch #9.3 for \$80,089.54 , and BVA Batch #9.4 for \$162,117.00 . Commissioner Stewart provided an overview of all the expenses. Approved	*MSC	
Public Comment: Vice Chair Huntington called for public participation. There was none.		
Old Business:		
Audit Update: DAS Patti informed the board that the audit entrance will be on the 26 th at 1:00 pm via Microsoft Teams. Commissioner Stewart will be in attendance. We are currently still in the planning process and are not sure which areas will be of focus outside of the usual financial and accountability areas. Commissioner Pearson will also attend. DAS Patti will continue to keep the board updated.		
New Business:		
Training Consortium ILA: Chief LaGrandeur informed the board that the Fire Chiefs are continuing to meet and edit the draft that was presented to them for review. There have not been any significant changes, but if there are any questions or concerns from the Board, to please let him know. The final draft will be sent to the Board for review.		
Jefferson County Fire District 2 ILA: The current ILA that we have with JCFD #2 (Quilcene) needed to be updated to provide consistency with what we're doing with EJFR. Their use of our services has been very low. The only two changes made to the ILA were in the hourly shop rate and reporting procedure. The current contract uses an outdated reporting system		

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<p>that we no longer use. Reporting will now take place by email to our maintenance supervisor, with immediate needs being taken care of by phone. Chief requested permission to sign the contract, which will take effect January 1st, 2025. The Board unanimously provided their approval.</p> <p>EMS Rate Increase: DAS Patti reviewed the transport fee schedule, which includes an increase to all EMS rates, as previously presented and outlined. The proposed rates are part of a three-year plan to increase transport rates to keep up with rising costs and keep pace with what agencies in our county and region are charging for transports.</p> <p>Potential Tender Purchase: We have the opportunity to purchase a tender that will be available in the next 2-4 weeks. We looked at a demo unit that had just sold and it fits our needs and mechanical requirements. This opportunity is less expensive than quotes we have received from other vendors, and we would avoid a significant delay in getting a new tender, which could take over two years. A new tender will help address our upcoming apparatus needs and provide a safer, more reliable apparatus for water supply. I will be meeting with the finance committee this week and will have all the financial details for them. If all goes well, I will be seeking the final approval from the board to purchase the new tender at our first board meeting in October. For the time being, I have a purchase agreement from SeaWestern that if signed reserves one of the two tenders being delivered to them. It specifically states that the final sale is dependent upon funding approval on October 14th, and if the Board says no to funding the tender, the contract is voided. The Board unanimously provided their approval.</p> <p>Insurance Policy Update: We have signed our new policy with Enduris for the period of September 1st, 2024 – August 31st, 2025. There was a \$18,000 increase from last year, but we are covered for all items which includes cyber. We have been very happy with Enduris and we believe it has been a great choice to have made this switch.</p> <p>Open Houses: Commissioner Pearson stated that he will be attending all four open houses. DAS Patti reminded the Board that they all may attend all of the open houses, they just are not able to conduct business while at the open houses. Katie asked that they send her an email with which open houses they have interest in attending.</p>		
<p>Public Comment: Vice Chair Huntington called for public participation. There was none.</p>		
<p>Good of the Order: Commissioner Huntington stated that there will be a budget meeting on Thursday. Commissioner Stewart informed the board that the regular Kitsap County Fire Commissioners meeting is tomorrow evening.</p>		

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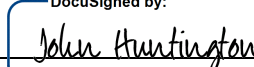
Commissioner Pearson asked if St. Michaels has been backed up again lately, in which Chief LaGrandeur stated that the patient volume has significantly increased, and they haven't had the staff to support the influx. DAS Patti wished DA Luther a very happy birthday!		
There being no further business to conduct, the meeting was adjourned at 7:39 p.m. Approved	*MSC	

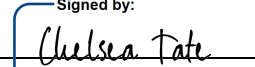
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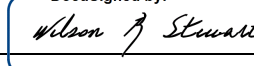
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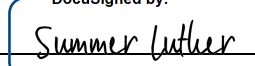
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BOARD OF FIRE COMMISSIONERS REGULAR MEETING

ACTION ITEMS

Topic	Motion	
Acceptance of the Agenda	Motion by Commissioner: Stewart	Motion to approve the agenda as presented.
	2 ND by Commissioner: Tate	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of the Minutes for 09/09/2024	Motion by Commissioner: Pearson	Motion to approve the minutes as presented.
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Voucher Approval: BVA Batch 9.2 for \$262,190.56 BVA Batch 9.3 for \$80,089.54 BVA Batch 9.4 for \$162,117.00	Motion by Commissioner: Stewart	Moved to approve the BVAs as presented.
	2 ND by Commissioner: Tate	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Pearson	Motion to adjourn the meeting at 7:39 p.m.
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote: