

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

Date: 10/12/15
Time: 7:15 p.m.
Place: 26642 Miller Bay Rd. NE, Kingston, WA

Meeting called to order by Chair Stewart at 7:15 p.m.			
Present: Commissioner Stewart, Commissioner Neupert, Commissioner Gregory, Commissioner Pearson, Commissioner Espinosa, Chief Smith, Community Services Specialist Laboda, Lieutenant Steve Murray and FF/PM Mathew Thompson			
		Topic	Action
			Assigned to/ Deadline
		<p>The Acceptance of the Agenda—was conducted. Chair Stewart asked the BOC to look at the agenda to see if there are any additions or deletions on the agenda that needs to be made. Commissioner Neupert suggested moving the <u>Chief's Report after Correspondence</u>. Chief Smith requested an Executive Session to be added to the agenda. The Agenda was approved as amended. Approved</p>	*MSC
		<p>The approval of <u>Minutes of the September 28, 2015 Regular Meeting</u>—was conducted. The Minutes were approved as presented. Approved</p>	*MSC
		<p>The <u>Blanket Voucher Approval Batch No. 467413 in the amount of \$139,304.14; BVA No. 467469 in the amount of \$7,930.86; Monthly Financial Report</u>—was conducted. Approved</p>	*MSC
		<p><u>Payroll for October, 2015 in the amount of \$441,760.40</u>—was conducted. Chair Stewart circulated the document to the BOC to review. Approved</p>	*MSC
		<p>Correspondence: (FYI)—<u>the documents were circulated among the BOC</u></p> <ul style="list-style-type: none"> • <u>E-mail from Firefighter Scott Trueblood</u>—Chair Stewart stated that Firefighter Scott Trueblood sent an e-mail thanking 	

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<p>the Board for the opportunity of renting the mobile home located at 35100 Little Boston Road in Kingstson. Commissioner Pearson asked if he is going to advertise it internally. Chief Smith stated that if the Board wants to continue renting the place out that would be fine; however, he was thinking of using the place for housing the residents. Discussion ensued. Chair Stewart asked Staff Assistant Ariwoola to add the following item to the agenda on October 26, 2015: <u>Eglon Resident Quarter Update.</u></p>	<p>Add to the Agenda for the Commissioner Meeting on October 26, 2015: Eglon Resident Quarter Update</p>	<p>Staff Assistant Ariwoola / 10/22/15</p>
<p>Chief's Report—</p> <ul style="list-style-type: none"> • Annual Prayer's Breakfast—Chief Smith stated that he attended the Annual Prayer Breakfast last week in Bremerton. Chief Smith stated that it was a good presentation by the guest speaker. • ILA pertaining to Cencom—Brian Snure is still working on the Internal Local Agreement pertaining to Cencom and he has his doubts that we are going to meet the October deadline. Chief Smith stated that it looks like it won't be finalized until the beginning of next year. • Update on the cost of two new engines—Chief Smith stated that he will be meeting with the vendor tomorrow regarding the terms of the contract for the two new engines. Chief Smith stated that at the last meeting the Board asked for the additional cost that is needed for the two new engines. Below are the items and the cost needed for the two new engines: MCT – complete in each unit (not installed) \$3,311.00 Mobile Radios – (Installed in each unit) \$3,815.00 		

10/12/15—Regular Meeting

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

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Headsets (per unit)	\$4,700.00
Hose, Tools & Equipment	\$42,394.14

Chief Smith stated that the total cost of the two new engines will be around \$406,880 per engine which will be purchased from Spartan Motors. Discussion took place regarding the options to use for purchasing the two new engines.

- **Purchase of the tender from Bainbridge Island Fire Department (BIFD)**—Chief Smith stated that he met with the BIFD’s Board last week about purchasing the tender. Chief Smith stated that the meeting went well.
- **Station 87**—Chief Smith stated that the engine from Station 89, which will be going to Station 87, will not fit in the garage. Chief Smith stated that the staff are looking at what our options might be.
- **Marine 81 (new)**—Commissioner Gregory thanked Chief Smith for the pictures of the new boat. Chief Smith stated that the committee is going to Oregon this week to complete the final inspection of the new boat. Chief Smith stated that we should have the new boat by next week. Chief Smith stated that he has been in contact with the Port of Kingston; he has a meeting with them on Tuesday to decide where we are going to store our new boat. Commissioner Pearson asked regarding training the staff on the new boat. Chief Smith stated that there will be four days of training both during the day and night. Chief Smith stated the training will begin first with the staff at Station 81 & Station 85.

10/12/15—Regular Meeting

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

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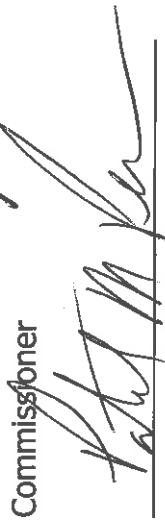




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<p><u>Unfinished Business:</u></p> <ul style="list-style-type: none"> • <u>Update on the Annual Report</u>—Chief Smith stated that the staff is still working on the Annual Report. Chair Stewart asked Staff Assistant Ariwoola to add the following item to the agenda on November 9, 2015: <i>Update on the Annual Report</i>. Community Services Specialist Laboda stated that she will add the Annual Report to the staff portal when it's done so that the Board can review it before the meeting. 	<p>Add to the Agenda for the Commissioner Meeting on November 09, 2015: Update on the Annual Report</p>	<p>Staff Assistant Ariwoola / 11/05/15</p>
<p><u>New Business:</u></p> <ul style="list-style-type: none"> • There was no New Business to discuss. 		
<p><u>Public Comments:</u> Chair Stewart called for Public Comments. There was none.</p>		
<p><u>Executive Session – RCW 42.30.110 (g)</u> —To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied with the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. The Board convened into an Executive Session at 8:18 p.m. for the duration of 15 minutes. The Executive Session was extended for additional 24 minutes. The Regular Meeting reconvened at 8:42 p.m. The Board announced <u>no action to be taken</u> as the result</p>		

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<p>of the Executive Session. (Executive session attendees: Commissioner Neupert, Commissioner Pearson, Commissioner Stewart, Commissioner Espinosa, Commissioner Gregory and Chief Smith).</p>		
<p>There being no further business to conduct, the meeting was adjourned at 8:42 p.m. Approved</p>	<p style="text-align: center;">*MSC</p>	

 Commissioner <hr/>  Commissioner <hr/>  Commissioner	 Commissioner <hr/>  Commissioner <hr/>  Attest
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MOTION SHEET- 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: October 12, 2015 Time: 7:15 p.m.
ACTION ITEMS

Topic	Motion	Motion by Commissioner:	Moved to approve the Agenda as presented
The Acceptance of the Agenda	Motion by Commissioner: Pearson / Pearson	Motion by Commissioner: Pearson	Moved to approve the Agenda as presented
	2 ND by Commissioner: Gregory / Neupert	2 ND by Commissioner: Gregory	Moved to approve the Agenda as amended
	Carried/Vote	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Approval of Minutes of the September 28, 2015	Motion by Commissioner: Pearson	Motion by Commissioner: Pearson	Motion to approve the Minutes of 09/28/15 Regular Meeting as presented
	2 ND by Commissioner: Gregory	2 ND by Commissioner: Gregory	
	Carried/Vote	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
BVA No. 467413 - \$139,304.14	Motion by Commissioner: Pearson	Motion by Commissioner: Pearson	Moved to approve: BVA No. 467413 in the amount of \$139,304.14
BVA No. 467469 - \$ 7,930.86	2 ND by Commissioner: Neupert	2 ND by Commissioner: Neupert	BVA No. 467469 in the amount of \$ 7,930.86
	Carried/Vote	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll for October, 2015 in the amount of \$441,760.40	Motion by Commissioner: Gregory	Motion by Commissioner: Gregory	Motion to approve the payroll for October, 2015 in the amount of \$441,760.40
	2 ND by Commissioner: Pearson	2 ND by Commissioner: Pearson	
	Carried/Vote	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

* O = Opposed; A = Abstention

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MOTION SHEET- 2 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: October 12, 2015 **Time:** 7:15 p.m.
ACTION ITEMS

Topic	Motion	Motion to adjourn the Meeting at 8:42 p.m.
Adjourn Meeting	Motion by Commissioner: Neupert	
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:
	Motion by Commissioner:	
	2 ND by Commissioner:	
	Carried/Vote	Y <input type="checkbox"/> N <input type="checkbox"/> *Vote:

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