

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

Date: 06/12/17

Time: 7:15 p.m.

Place: 26642 Miller Bay Rd. NE, Kingston, WA

Meeting called to order by Chair Gregory at 7:15 p.m.

Present: Commissioner Gregory, Commissioner Neupert, Commissioner Pearson, Commissioner Stewart, Commissioner Espinosa, Chief Smith, A/C LaGrandeur, A/C Moran, Community Services Specialist Laboda, FF/PM Matt Thompson and Tom Curley

<u>Topic</u>	<u>Action</u>	<u>Assigned to/ Deadline</u>
The <u>Acceptance of the Agenda</u> —was conducted. Chair Gregory 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. The agenda was approved as presented. Approved	*MSC	
The approval of <u>Minutes of the May 22, 2017 Regular Meeting</u> —was conducted. The Minutes were approval as presented. Approved	*MSC	
The <u>Blanket Voucher Approval Batch No. 495879 in the amount of \$5,639.93; BVA No. 495892 in the amount of \$51,014.78; Monthly Financial Report</u> —was reviewed. Approved	*MSC	
<u>Resolution No. 2017-09 Scott Trueblood Education Incentive Pay increase 3% Associates Degree Fire Science</u> —was conducted.	*MSC	
<u>Resolution No. 2017-10 Declaration of Surplus Equipment</u> —was conducted. Chair Gregory stated that the resolution is for the 1993 Pierce Fire Pumper and that we are declaring the equipment surplus. Commissioner Neupert asked how we are disposing the 1993 Pierce Fire Pumper. A/C Moran stated that we are going to surplus the 1993 Peirce Fire Pumper to Central Mason Fire Department. Chief Smith stated that Central Mason Fire Department requested to make two payments as follows; half of the payment in October, 2017 and the other half in April, 2018. Chief Smith asked the Board for approval to accept the payment proposal. Commissioner Neupert requested that we keep track to make sure that we receive the two payments from Central Mason Fire Department for the 1193 Pierce Fire Pumper. The Board approved.	*MSC	

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

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<p><u>Payroll for June, 2017 in the amount of \$421,415.62</u>—was reviewed. Chair Gregory circulated the document to the Board to review. Approved</p>	<p>*MSC</p>	
<p><u>Public Participation</u>—Chair Gregory called for Public Participation. There was none.</p>		
<p><u>Correspondence: (FYI)</u>—<i>the documents were circulated among the BOC</i></p> <ul style="list-style-type: none"> • There was no correspondence. 		
<p><u>Chief's Report</u>—</p> <ul style="list-style-type: none"> • <u>Accident on July 4, 2014</u>—Chief Smith stated that we filed for an appeal regarding the accident on July 4, 2014. Chief Smith stated that A/A Moran and I are checking in weekly and making contact with our attorney and insurance carrier. As of today, no change. Chief Smith stated that he will keep the Board informed. 		
<ul style="list-style-type: none"> • <u>2018 Budget</u>—Chief Smith stated that Cencom reported a delay in dispatching compared to services like Active 911. Chief Smith stated that the call is significantly delayed which means that we are not getting an accurate report of our turn out time. Chief Smith stated that the problem is the system that we are currently using. Chief Smith stated that Cencom is working on a solution which will cause an additional cost to each of the fire departments. Cencom is planning to move to a digital system with means that the paging system will be moving to digital. Chief Smith stated that our cost will be an additional \$18,000 for four years. Chief Smith stated that we are currently paying Cencom \$57,000 per year so our payment will increase to \$75,000 a year instead of \$57,000 per year. Smith stated that the Fire Chiefs requested that we pay back Cencom within four years. Chief Smith stated that Cencom will be presenting the proposal to the Board. If nothing is decided by the time our budget is finalized, we will have to do an amendment down the road. 		
<ul style="list-style-type: none"> • <u>Contract Negotiations</u>—Chief Smith stated that contract negotiation started and that he is hoping the contract negotiation will be finalized by the fall. Chief Smith stated that one of the proposed changes is to hold quarterly meetings with the Labor Management Committee. 		

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<ul style="list-style-type: none"> • <u>Fire Marshal Letter</u>—Chief Smith stated that he will be sending the letter to the Fire Marshal stating that we will be terminating the agreement by the end of the year. 		
<ul style="list-style-type: none"> • <u>Operation Report:</u> <u>Overtime</u>—A/C LaGrandeur stated that the overtime hours in May, 2017 was 165.5 hours; however, 11 of those hours were for State Mobilization which we will get reimbursed. A/C LaGrandeur stated that there was an increase compared to last month. 		
<ul style="list-style-type: none"> • <u>May call volume</u>—A/C LaGrandeur stated that we had 251 response calls in May, 2017 and that 61% of those calls were EMS calls and 39% were Fire calls. A/C LaGrandeur stated that the total incidents call for 2017 were 1282 compared to 1375 at this point last year. A/C LaGrandeur stated that it is approximately a 6.8% drop. 		
<ul style="list-style-type: none"> • <u>Wild Land State Mobilization</u>—A/C LaGrandeur stated that the first wild land state mobilization took place at Spromberg Fire north of Leavenworth, WA on May 23, 2017 through May 26, 2017. A/C LaGrandeur stated that Tom Curley and Harrison Hause drove Tender 84 and Lt. Alex Hickey went as a Strike Team Leader. A/C LaGrandeur stated that Lt. Hickey drove one of our vehicles. 		
<ul style="list-style-type: none"> • <u>ESO</u>—A/C LaGrandeur stated that we have been using ESO for four months, A/C LaGrandeur reported that it is steadily improving after a fairly sharp learning curve. 		
<ul style="list-style-type: none"> • <u>2017 Recruit Academy / EMT</u>—A/C Moran stated that the 2017 Academy will be starting on September 11, 2017. A/C Moran stated that the academy will be a joint effort with East Jefferson Fire & Rescue and that we may see one or two individuals from Jefferson County. 		
<ul style="list-style-type: none"> • <u>2017 Paramedic Program</u>—A/C Moran stated that NKFR will not be sending a student to Medic One due to lack of experience. 		

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<ul style="list-style-type: none"> • <u>Emergency Vehicle Incident Prevent (EVIP)</u>—A/C Moran stated that on June 3, 2017 the volunteers had a Saturday drill all day which involved an EVIP Rodeo/Road Course. A/C Moran stated that Chief Smith and PIO Laboda had an opportunity to talk with the volunteers to give them updates. 		
<ul style="list-style-type: none"> • <u>Vehicle Maintenance</u>—A/C Moran stated that he hasn't received a cost for the decals yet for the two new engines. A/C Moran stated that as soon as he receives the information, he will move forward in having the decals put on the vehicles. 		
<u>Unfinished Business:</u>		
<ul style="list-style-type: none"> • There was no Unfinished Business to discuss. 		
<u>New Business:</u>		
<ul style="list-style-type: none"> • <u>Mutual Aid Agreement for Fire Protection and Emergency Medical Services</u>—was conducted. Chief Smith recommended that the Board sign the final draft of the Mutual Aid Agreement for Fire Protection and Emergency Medical Services. 	*MSC	
<u>Public Participation</u> —Chair Gregory called for Public Participation. There was none.		
There being no further business to conduct, the meeting was adjourned at 7:59 p.m. Approved	*MSC	
<ul style="list-style-type: none"> • <u>Kitsap County Fire Commissioners and Fire Chiefs Annual Picnic</u>—Commissioner Neupert reminded everyone regarding the Kitsap County Fire Commissioners and Fire Chiefs Annual Picnic on July 15, 2017 to be held at the residence of Jeff and Lorna Griffin's at 958 NW Norfinn Lane in Poulsbo. Commissioner Neupert stated that all Fire Commissioners, Fire Chiefs, Administrative Staff & significant others are invited. 		

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Commissioner


Commissioner


Commissioner

Commissioner


Commissioner


Attest

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MOTION SHEET- 1 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

Date: June 12, 2017 **Time:** 7:15 p.m.

ACTION ITEMS

Topic	Motion	
The Acceptance of the Agenda	Motion by Commissioner: Neupert	Motion to approve the Agenda as presented
	2 ND by Commissioner: Stewart	
	Carried/Vote	
Minutes 05/22/17 Regular Meeting	Motion by Commissioner: Stewart	Motion to approve the minutes of 05/22/17 as presented
	2 ND by Commissioner: Neupert	
	Carried/Vote	
BVA No. 495879 - \$ 5,639.93 BVA No. 495892 - \$51,014.78	Motion by Commissioner: Pearson	Moved to approve: BVA No. 495879 in the amount of \$ 5,639.93 BVA No. 495892 in the amount of \$51,014.78
	2 ND by Commissioner: Neupert	
	Carried/Vote	
Resolution No. 2017-09 Scott Trueblood Education Incentive Pay Increase 3% Associates Degree Fire Service	Motion by Commissioner: Pearson	Motion to approve Resolution No. 2017-09 Scott Trueblood Education Incentive Pay Increase 3% Associates Degree Fire Service
	2 ND by Commissioner: Stewart	
	Carried/Vote	

* O = Opposed; A = Abstention

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MOTION SHEET- 2 of 2

BOARD OF FIRE COMMISSIONERS REGULAR MEETING

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ACTION ITEMS

Topic	Motion	
Resolution No. 2017-10 Declaration of Surplus Equipment	Motion by Commissioner: Neupert	Motion to approve Resolution No. 2017-10 Declaration of Surplus Equipment
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Payroll for June, 2017 in the amount of \$421,415.62	Motion by Commissioner: Neupert	Motion to approve the payroll for June, 2017 in the amount of \$421,415.62
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Mutual Aid Agreement for the provision of Fire Protection and Emergency Medical Services	Motion by Commissioner: Neupert	Motion to approve the Mutual Aid Agreement for the provision of Fire Protection and Emergency Medical Services
	2 ND by Commissioner: Pearson	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:
Adjourn Meeting	Motion by Commissioner: Pearson	Motion to adjourn the Meeting at 7:59 p.m.
	2 ND by Commissioner: Stewart	
	Carried/Vote	Y <input checked="" type="checkbox"/> N <input type="checkbox"/> *Vote:

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