

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

October 6, 2021

Chair Scott Isenman called the Board of Commissioners meeting to order at 6:30 PM. Present were Commissioners Tim Carey, YongSuk Cho, Dave Coatsworth and Fritz von Ibsch; Fire Chief Hank Teran; Deputy Fire Chief Jared Moravec; Volunteer Program Coordinator Jay Rosenberg; and Finance Manager Ed Kaufman.

AGENDA ADDITIONS & DELETIONS

None

PUBLIC COMMENT

None

FIRE CHIEF'S REPORT

- Vaccination update: DC Moravec briefed the Board on two recent vaccination clinics, the first included the delivery of 280 Flu shots as well as 65 COVID-19 vaccinations. The second clinic on October 2 included the delivery of 389 doses of the Pfizer booster. The next clinic is scheduled for October 16.
- 2020 Audit: Finance Manager Kaufman announced that the 2020 audit has been postponed by the State Auditor's Office until Q4, 2022. A two-year audit for 2020 and 2021 will be conducted at that time.
- Paramedic training update: Paramedic Training Class #48 was introduced to the Board, including BIFD's FF/EMT Peter Gibson. Program graduation is scheduled for July 4, 2022.
- Fire Prevention Week: Chief Teran informed the Board that BIFD's in-school fire prevention education has been added to the BIFD curriculum and will be delivered to the four public elementary schools annually.
- Kitsap County Fire Commissioner meeting: Chief Teran provided a recap of the recent KCFCA meeting that included a presentation from the KC Sheriff and a discussion of the Cares Program currently being implemented by Poulsbo Fire.
- Fire Administrative Conference summary: Chief Teran provided a summary of the WFC Administrative Support conference attended by the Chief, FM Kaufman, Finance Administrator Hilary Hall and Receptionist Tacey Peterson. The Chief noted that Kaufman and Hall were both nominated for Administrator of the Year honors.

Emerging Issues:

- Volunteer Association merchandise: Chief Teran presented artwork for new Department t-shirts that will be for sale with all proceeds benefiting the BIFD Volunteer Firefighters Association.

GOOD OF THE ORDER

DC Moravec announced that the new Engine 21 was put into service on October 2.

DC Moravec also announced that the Department would be conducting a prescribed burn in October at the Bloedel Reserve as a training exercise.

A recognition plaque was presented to FF/Paramedic Chris Lusk by Cordelia Longo, a senior at Bainbridge High School. Ms. Longo had written a story about PM Lusk for a program sponsored by the Bainbridge Rotary Club that promotes interest in journalism by having students write human interest stories. Ms. Longo's story is titled *Keep Me Safe* and will be published in the regional Rotary Magazine

CONSENT AGENDA

(Vouchers totaling \$772,102.99, September Payroll, Meeting Minutes 9/15/21, P&Ps #250 & #258) Commissioner von Ibsch asked that the P&Ps be removed from the Consent Agenda for additional discussion. Commissioner Carey moved to approve the Consent Agenda without P&P #250 & #258 included. Commissioner von Ibsch seconded the motion and the motion passed.

BUSINESS AGENDA

1. Volunteer Recruit Acceptance

Chief Teran requested conditional acceptance of the following seven (7) new volunteer recruits:

Austin Fellows	Matt Murphy
Chris Gudmundsson	Matthew Taylor
Daniel Gwiazdon	Lea Wolf
Mikaela Mulhall	

Commissioner Carey moved to conditionally accept the seven new recruit volunteers as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

2. P&P #440: Health & Wellness
3. P&P #450: Exercise Room Use
4. P&P #452: Peer Fitness Training Program

The Board chose to table the discussion on Business Agenda #2, 3, & 4. Staff will develop a streamlined approval process that is acceptable to the Board and present P&Ps for approval at future BOC meetings.

5. Utility 22 Repurposing

Chief Teran requested approval of the purchase of a Type 3 Engine in 2022. DC Moravec presented research conducted by staff during 2021 regarding the repurposing of Utility 22. Staff concluded that a remount of Utility 22 would not meet industry standards and that a Type 3 Engine would meet the service delivery needs of the Island more than an additional Type 6 Engine. Commissioner Coatsworth moved to authorize the purchase of a Type 3 Engine in 2022. Commissioner von Ibsch seconded the motion and the motion passed 3-2 with Commissioners Isenman and Cho voting against.

EXECUTIVE SESSION

At 8:10 Commissioner Isenman called for an Executive Session to last 45 minutes. The Executive Session was called for the following reasons:

1. Collective bargaining planning Per RCW 42.30.140(4)(b)
2. Review the performance of a public employee Per RCW 42.30.110(1)(g)

At 8:55 PM the Executive Session was extended by 30 minutes. At 9:25 PM the Executive Session was extended by an additional 20 minutes. At 9:45 PM the Executive Session was extended by an additional 5 minutes.

ADJOURNMENT

The meeting was adjourned at 9:50 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

October 20, 2021