

# BAINBRIDGE ISLAND FIRE DEPARTMENT

## BOARD OF COMMISSIONERS

### Meeting Minutes

November 3, 2021

Chair Scott Isenman called the Board of Commissioners meeting to order at 6:30 PM. Present were Commissioners Tim Carey, 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. Commissioner YongSuk Cho was excused.

### AGENDA ADDITIONS & DELETIONS

None

### PUBLIC HEARING

At 6:30 Commissioner Isenman opened a Public Hearing per RCW 84.55.120 to take public comment on revenue sources for the District's 2022 expense budget. No comments were offered from the public. The Public Hearing remained open until 6:57 PM.

### PUBLIC COMMENT

None

### FIRE CHIEF'S REPORT

- Vaccination update: DC Moravec reported on recent COVID-19 vaccination efforts that included a mobile booster clinic that provided booster shots (approximately 200) to the Bainbridge Senior Living facilities and a high thru-put booster clinic (approximately 1,100 shots) on October 30<sup>th</sup>. Clinics are scheduled for 5-11 year-olds this coming weekend.
- Volunteer Assistant Chief Beach resignation: Chief Teran informed the Board that Volunteer Assistant Chief Ken Beach has resigned after 36 years of service. Staff will conduct a proper acknowledgement of AC Beach in the future when COVID-19 parameters allow.
- Volunteer Liaison position: Chief Teran noted that with the resignation of AC Beach, the position of Volunteer Assistant Chief is no longer applicable for BIFD. The Chief intends to bring to the Board a new job position of Volunteer Liaison in 2022.
- COBI Fire Services Contract: Chief Teran informed the Board that COBI staff has agreed to the edits suggested by BIFD staff regarding the renewal of the ILA for Fire Safety Services. The agreement has been reviewed by our attorney and will be presented to the City Council on November 9<sup>th</sup> for approval.
- COBI Tree Ordinance: Chief Teran also informed the Board that the City Council unanimously voted to support code changes in the municipal code to address wildfire mitigation as suggested by BIFD staff. The Code changes will be voted on for formal approval on November 9<sup>th</sup>.

### Emerging Issues:

- 2022 Work Plan: Chief Teran briefed the Board on staff's work in developing the 2022 work plan. With the Board's concurrence, the plan will be presented in February.
- Community Wildfire Protection Plan (CWPP) update: The Chief informed the Board that a draft of the CWPP will be complete by the end of this year. With the Board's concurrence, the Chief will present the plan in the first quarter of 2022 so that newly elected Commissioner Chymiy can participate in the process.
- Legislative Day 2022: Legislative Day 2022 will be held virtually on December 9<sup>th</sup>, 2021 at 9:00 AM.
- 988/911 coordination: Chief Teran briefed the Board on the upcoming implementation of the new "988" service designed to provide resources for those with mental health issues. The "988" service is scheduled to roll-out in July, 2022.

### GOOD OF THE ORDER

Chief Teran provided updated election result figures from the November 2<sup>nd</sup> election. He congratulated Commissioners Isenman and Carey for their reelection and congratulated Dr. Andrea Chymiy for her election to the Board as Fire Commissioner Position #3.

Chief Teran also noted the acknowledgment being received by the organizations participating in the vaccination effort on Bainbridge, including BIFD. The Bainbridge Community Foundation is giving its "*Outstanding Humanitarian Award*" to the participating organizations "for their exceptional leadership in the Bainbridge Island COVID-19 vaccination effort".

Commissioner Isenman noted the recent KCFCA meeting which included a discussion of fire districts having the option of serving as their own treasurer in the future.

### CONSENT AGENDA

(Vouchers totaling \$732,686.94, October Payroll, Meeting Minutes 10/20/21)  
Commissioner von Ibsch moved to approve the Consent Agenda as presented. Commissioner Coatsworth seconded the motion and the motion passed.

### BUSINESS AGENDA

#### 1. Community Room A/V Proposal

Commissioner von Ibsch presented his findings relating to the upgrade of the audio/visual system in the Community Room at Station 21. The Commissioner discussed the need to make the current system more user friendly and to expand the system's capabilities. The DRAFT 2022 Budget included \$20,000 for this purpose however, the total cost of the proposed upgrade is \$45,000. Commissioner Carey moved to approve the Community Room A/V system upgrade as presented, including adjusting the 2022 Capital Budget (Fund 90841) by an additional \$25,000. Commissioner Coatsworth seconded the motion and the motion passed unanimously.

Finance Manager Kaufman presented the following Resolutions regarding the 2022 Budget for consideration:

#### 2. Resolution #02-2021: 2022 Property Tax Revenue – General Fire Levy

3. Resolution #03-2021: 2022 Property Tax Revenue – EMS Levy
4. Resolution #04-2021: 2022 Budget

Resolution #02-2021 authorized the increase of the General Fire Levy by 1.0%; Resolution #03-2021 authorized the increase of the EMS Levy by 1.0%; and, Resolution #04-2021 approves the 2022 Budget. Commissioner Carey moved to approve all three Resolutions as presented, with the additional \$25,000 for Capital Fund 90841 as noted in item #1 above. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

### EXECUTIVE SESSION

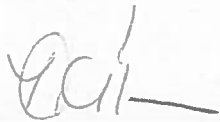
At 7:30 Commissioner Isenman called for an Executive Session to last 20 minutes. The Executive Session was called to review the performance of a public employee Per RCW 42.30.110(1)(g).

At 7:50 PM, the Executive Session was extended by 30 minutes. At 8:20 PM, the Executive Session was extended by another 30 minutes. At 8:50, the Executive Session was extended by another 10 minutes.

### ADJOURNMENT

The meeting was adjourned at 9:00 PM.

Submitted by:



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Henry A. Teran, Board Secretary

Approved

November 17, 2021