

# **BAINBRIDGE ISLAND FIRE DEPARTMENT**

## **BOARD OF COMMISSIONERS**

### Meeting Minutes

April 7, 2021

The April 7, 2021 Board of Fire Commissioners meeting was conducted “virtually” due to the restrictions put on public meetings by Governor Inslee. The restrictions were put in place due to the ongoing health concerns presented by the COVID-19 pandemic. Commissioners participated in the meeting remotely and the public was provided the opportunity to listen to the proceedings.

Chair Scott Isenman called the meeting to order at 6:30 PM. Present (remotely) were Commissioners YongSuk Cho, Jack Metz and Fritz von Ibsch; Fire Chief Hank Teran; Deputy Chief Jared Moravec, Volunteer Program Coordinator Jay Rosenberg; and Finance Manager Ed Kaufman. Commissioner Tim Carey was excused.

### AGENDA ADDITIONS & DELETIONS

None

### FIRE CHIEF'S REPORT

- COVID-19 Vaccine update: DC Moravec provided an update to the vaccination effort on the Island. 2,000 doses of the vaccine was delivered over the last week. 1,700 doses are expected to be delivered this weekend as the vaccination clinic ramps up to nearly 2,400 per weekend in the future. Over the last several weeks, there has been approximately 1,300 volunteer hours per weekend assisting with the vaccination effort.
- New Engine arrival: The Department's new engine, E21, arrived last week and is expected to be put in service in early May.
- K911 presentation reminder: Chief Teran reminded the Board of the upcoming special meeting on Tuesday, April 13, with Richard Kirton, Executive Director of Kitsap 911.
- Tri-North presentation date: Chief Teran also noted the upcoming Tri-North meeting on April 19, 7:00 PM with Richard Kirton addressing the members of the Tri-North fire districts.
- Personnel updates: Chief Teran updated the Board on several personnel changes including the four new firefighters beginning their employment with the Department on March 29. Chief Teran addressed the new hires and relayed his expectations of them in the coming probationary year as well as their career overall. FF/EMT Peter Gibson was selected as the next paramedic for the Department and will be going to paramedic training at Harborview this fall. BC Chris Schmit was selected as the first Administrative BC, with his new duties beginning in May.
- Training Consortium update: Chief Teran has signed the ILA for the training consortium after the language was modified to address the Board's concerns about the termination clause. SKF&R, NKF&R and CKF&R have also signed the ILA and it is expected that Bremerton will in April and Poulsbo Fire in May.
- BISD assistance: Chief Teran informed the Board that he was accepted by BISD as an emergency substitute teacher in the event that BISD needed assistance.

### ***Emerging Issues:***

- PSE meeting: Chief Teran is working with PSE regarding the potential for new power lines affecting the helipad at Station 21. He will continue to brief the Board on any further developments on this topic.
- New City Manager: The new City Manager for COBI begins employment on May 18<sup>th</sup>. Chief Teran has arranged for an appointment with the City Manager shortly thereafter.
- Marine 8 update: Training with the BIPD on Marine 8 has been very productive over the last several months. Marine 8 is currently out of service for maintenance but training will resume as soon as the boat is back in service.

### **PUBLIC COMMENT**

None

### **GOOD OF THE ORDER**

Chief Teran noted the upcoming memorial for BIPD officer Kurt Enget on Saturday, April 10<sup>th</sup>.

Commissioner Metz announced that he is moving out of state in May and will have to resign as Commissioner, effective May 5, 2021. The Board and Staff thanked Jack for his contribution to the Department for the last several years. Commissioner Isenman noted that he will take on Metz' role as BIFD representative on the KCFCA Executive Board.

Commissioner Isenman noted the upcoming fire extinguisher event held at the Winslow Wharf Marina on May 8.

Commissioner Isenman also noted that he had been asked to apply for the position of Fire Commissioner Representative to the WA Department of Health EMS and Trauma Care Steering Committee.

### **CONSENT AGENDA**

(Vouchers totaling \$821,678.63, March Payroll, Meeting Minutes 3/17/21) Commissioner von Ibsch moved to approve the Consent Agenda as presented. Commissioner Metz seconded the motion and the motion passed.

### **BUSINESS AGENDA**

#### **1. Information Technologies Support Services:**

Finance Manager Kaufman informed the Board that the Department is evaluating IT support services moving forward due to the lack of contract agreement with the current support provider, Help Desk Cavalry. The Department will be evaluating IT support delivery by potential in-house staff to the use of a third party vendor. The Department's IT Committee is assisting with this evaluation process. Staff will report back to the Board prior to any decisions being finalized. No action was taken on this item.

ADJOURNMENT

The meeting was adjourned at 7:36 PM.

Submitted by:



---

Hank Teran (Apr 28, 2021 05:54 PDT)

---

Henry A. Teran, Board Secretary

Approved

April 21, 2021