

BAINBRIDGE ISLAND FIRE DEPARTMENT BOARD OF COMMISSIONERS

Meeting Minutes August 24, 2023

Vice-Chair Scott Isenman called the Board of Commissioners meeting to order at 4:30 PM. Present were Commissioners Tim Carey, Andrea Chymiy, and Fritz von Ibsch; Fire Chief Jared Moravec; Deputy Chief Jeremy Mendola and Finance Manager Ed Kaufman. Commissioner Jay Rosenberg was excused.

AGENDA ADDITIONS & DELETIONS

None

PUBLIC COMMENT

None

FIRE CHIEF'S REPORT

- Wildfire Report: DC Mendola briefed the Board on recent wildfire deployments and local responses involving BIFD personnel. He also discussed the success of "severity" upstaffing of the brush truck due to extreme fire danger and critical fire weather conditions. Chief Moravec summarized information, including evacuation planning, that is being provided to the public regarding wildfire preparations on Bainbridge Island. The Partnership (BIFD, COBI & BP) presented a webinar outlining actions residents can take to prepare themselves for an evacuation due to wildfires. That webinar is available online.
- Phone System Improvements: Finance Manager Kaufman provided an update on the Department's efforts to convert the phone system to a voice over IP (VOIP) system. This initiative is now complete due to the diligent efforts of IT Administrator Mark Peil.
- Transport Billing: FM Kaufman also briefed the Board on a report by CKFR of transport billing rates throughout Kitsap County. The Board requested additional information regarding BIFD's transport billing revenue prior to making any decisions on adjusting the current transport rates. BIFD's transport rates were last adjusted in 2012.

GOOD OF THE ORDER

Commissioner Isenman noted a video presented at the KCFCA meeting regarding PFAs. Chief Moravec indicated that the video will likely be shown at a future BIFD Board meeting during a discussion of PFAs in the Department's gear.

Commissioner Isenman noted that there is a discussion of redefining BLS and ALS classifications at the State level.

Commissioner Isenman also acknowledged the complements he received regarding staff during a recent emergency medical call.

CONSENT AGENDA

(Voucher numbers 35151 and 35195 through 35208 totaling \$211,175.10, Meeting Minutes 8/10/23) Commissioner Chymiy moved to approve the Consent Agenda as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

BUSINESS AGENDA

1. Administrative Staffing: Human Resources

Chief Moravec began a discussion of human resource staffing for the Department. The Board had requested additional information on this topic during the Administrative Plan Workshop on September 26, 2022. FM Kaufman provided an update on human resource activity over the last 12 months and discussed succession planning considerations in the Business Office in the next few years. Staff indicated that a proposal for HR staffing will be included in the 2024 budget. Staff presented four potential options moving forward: 1) status quo; 2) HR consultant; 3) HR contractor; 4) some level of permanent employee status. The Board agreed with staff that efforts should be focused on options 2-4. Parameters regarding scope of duties will be presented at a future Board meeting. No action on this topic was taken at this meeting.

EXECUTIVE SESSION

At 6:00 PM Vice-Chair Isenman called for an executive session to last for 30 minutes. The session was called for collective bargaining planning per RCW 42.30.140(4)(b). At 6:30 PM, the executive session was extended for an additional 10 minutes.

ADJOURNMENT

The meeting was adjourned at 6:40 PM.

Submitted by:



Jared Moravec, Board Secretary

Approved

September 14, 2023