

# BAINBRIDGE ISLAND FIRE DEPARTMENT BOARD OF COMMISSIONERS

## Meeting Minutes

April 11, 2024

Chair Bruce Alward called the Board of Commissioners meeting to order at 4:30 PM. Present were Commissioners Tim Carey, Andrea Chymiy (remote), Scott Isenman and Fritz von Ibsch; Fire Chief Jared Moravec; Deputy Chief Jeremy Mendola and Finance Administrator Hilary Hall.

### AGENDA ADDITIONS & DELETIONS

Chief Moravec added March Payroll to the Consent Agenda.

### PUBLIC COMMENT

None

### FIRE CHIEF'S REPORT

- **Surplus Equipment Auction Results:** Chief Moravec reported that the two BIFD auctions have closed on the Public Surplus website. The utility vehicle went for just over \$51,000 and is pending pickup by the new owner. The previous phone system equipment did not receive a bid and Ed and Mark will pursue responsible disposal options.
- **Hiring Update:** Chief Moravec briefed the Board on several current hiring processes. A new Lateral FF/PM, Darren Lenz, worked his first shift this past Friday the 5<sup>th</sup> of April. Two additional Lateral FF/PM have signed conditional offers and are currently working through the pre-employment items of background, physicals and suitability. A recently completed entry level FF/EMT hiring process resulted in three conditional offers which were all accepted. Two of the three are starting their pre-employment items. The third was hired April 8<sup>th</sup> due to his standing as a current volunteer who had recently met the conditional items and is attending the KCFTC Academy.

### GOOD OF THE ORDER

Chief Moravec mentioned that he introduced Darren Lenz, the newly hired Lateral FF/PM, to the Board just prior to the meeting starting.

Commissioner Carey requested to review Board meeting dates with Commissioner conflicts for upcoming months at the April 25<sup>th</sup> meeting.

### CONSENT AGENDA

(Voucher numbers 35778 through 35833 totaling \$186,257.55, electronic payments for 2/22/24 through 3/29/24 totaling \$1,654,178.74, March Payroll totaling \$850,100.84, Meeting Minutes 3/28/24). Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Chymiy seconded the motion and the motion passed unanimously.

## BUSINESS AGENDA

### 1. HR Manager Update

Chief Moravec announced that after several interviews he is finalizing the contract language for a highly qualified individual to hire as HR Manager. The Department's attorney reviewed the contract language as well. Compensation has been negotiated and will be within the 2024 budgeted amount. The scope of work as determined by the Board in 2024 is included within the contract and includes providing recommendations for future needs for 2025 budget discussions.

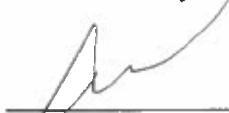
## EXECUTIVE SESSION

At 5:00 Commissioner Alward called for an Executive Session to last 30 minutes. The Executive Session was called to review the performance of a public employee per RCW 42.30.110(1)(g). The Executive Session was extended 30 minutes and then an additional 10 minutes.

## ADJOURNMENT

The meeting was adjourned at 6:10 PM.

Submitted by:



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Jared Moravec, Board Secretary

Approved

April 25, 2024