

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Special Meeting Minutes

July 7, 2026

Chair Scott Isenman called the Special Board of Commissioners meeting to order at 4:30 PM. Present were Commissioners Bruce Alward, Tim Carey, John De Lanoy, and Fritz von Ibsch; Fire Chief Jared Moravec; Deputy Chief Brain Carson; Human Resources Manager Shannon Webber; and Finance Manager Ed Kaufman.

AGENDA ADDITIONS & DELETIONS

None

PUBLIC COMMENT

None

FIRE CHIEF'S REPORT

- **Mid-Year Update:** Chief Moravec presented mid-year statistics for the Department. Call volume for Q2 is 13% higher than in Q1 but consistent with past year's data. The ratio of EMS to fire/rescue/other calls is 73% to 27% respectively, also consistent with past year's data. Financial information indicates that expenditures are on budget for the first six months of 2026 while revenue collected is slightly above projected. Overtime data shows a reduction in total overtime cost and hours compared to the previous two years, a trend anticipated due to staff hiring over the last three years. (See attached presentation for full details.)
- **Strategic Plan Progress Report:** Chief Moravec briefed the Board on the progress of the Department's Strategic Plan goals. Nine of ten goals have had varying degrees of progress in the first half of 2026. Work will continue on the goals until each is completed by the end of the three-year Strategic Plan window. (See attached presentation for full details.)
- **Type 3 Engine Push-In:** DC Carson briefed the Board on the Type 3 Engine "Push-In" ceremony held on July 2nd. The ceremony was open to the public with approximately 40-50 Island residents attending.
- **July 4th Holiday Recap:** DC Carson also briefed the Board on BIFD response efforts over the 4th of July weekend. There were very few (3) fireworks related calls and no response issues during the downtown Winslow road closures on July 3rd and 4th.
- **Administrative Information Systems Update:** Finance Manager Kaufman briefed the Board on the status of the transition to a new HRIS, payroll and accounting systems. Training on both the HRIS/payroll and accounting systems has begun with Q4 2026 being the anticipated timeline for "live" status.
- **SMMC Wait Times:** As noted at the most recent KCFCA meeting, an increase in wait times at St. Michael's Medical Center in Silverdale has occurred over the first six months of 2026. Chief Moravec suggested that BIFD, along with the other five fire districts in Kitsap County, work together to prepare a formal response to SMMC regarding wait times. This will be a coordinated response from both the county Fire Chiefs and county Fire Commissioners.

GOOD OF THE ORDER

None

CONSENT AGENDA

(Voucher numbers 37895 through 37913 totaling \$41,962.05, electronic fund transfers of \$884,060.19, June Payroll of \$948,302.58, Meeting Minutes 6/24/26). Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Alward seconded the motion, and the motion passed unanimously.

BUSINESS AGENDA

1. Chief of Support Services Job Description

Chief Moravec requested approval of a new job description for Chief of Support Services. This position would hold the rank of Assistant Chief and would be 3rd in command at BIFD. This position would be responsible for the planning, coordination, and execution of all functions related to logistics and support of emergency operations, including comprehensive capital facilities, apparatus, equipment, and infrastructure planning and implementation; long-range planning and analysis; data collection and analysis; grant writing and management; and volunteer program oversight. This is the second step in replacing the Deputy Chief command model with two Assistant Chief positions. Minor edits were suggested by the Board. Commissioner Carey moved to approve the Chief of Support Services job description as edited. Commissioner De Lanoy seconded the motion and the motion passed unanimously.

2. Port Security Grant

Administrative Battalion Chief Josh Foley presented information regarding the application for a Port Security grant for the purchase of a new fire response boat for BIFD. Staff has identified a Safe Boat 33' as meeting the response needs of the Department for both fire and EMS responses. Total cost of a Safe Boat 33' would be approximately \$1,068,000. Port Security grants currently cover 75% of the cost with the Department responsible for the remaining 25%. The application window for the Port Security grant is currently open until July 24th. Chief Moravec asked for authorization for staff to apply for the grant. If BIFD is successful in the grant application process, the Board would have final authority to accept the grant. The Commissioners requested additional information on staff's effort to identify the proper boat for BIFD prior to final grant acceptance. Commissioner von Ibsch moved to authorize staff to proceed with the Port Security grant application for the purchase of a new response boat. Commissioner Alward seconded the motion and the motion passed unanimously.

EXECUTIVE SESSION

At 6:12 PM, Commissioner Isenman called for an Executive Session to last for 30 minutes. The Executive Session was called for collective bargaining planning per RCW 42.30.140(4)(b) and for the review of the performance of a public employee per RCW 42.30.110(1)(g).

At 6:42, the Executive Session was extended by five (5) minutes.

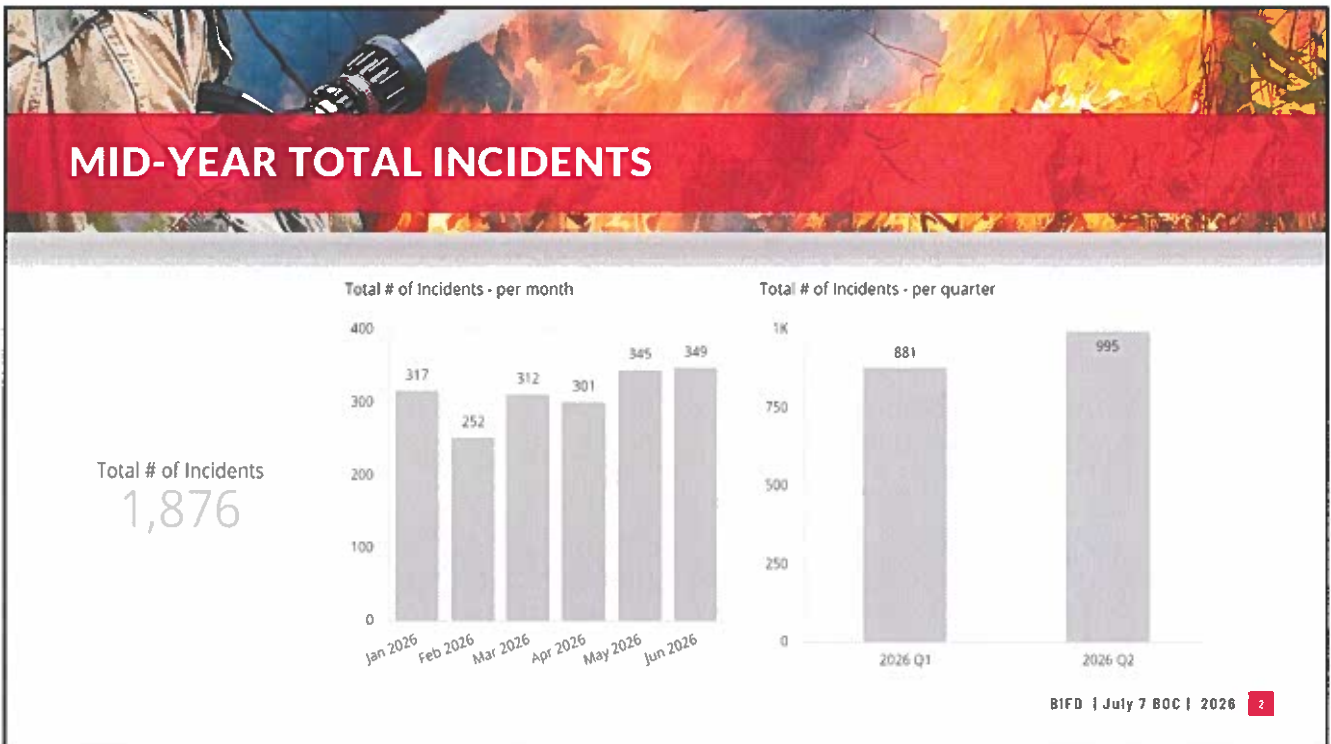
ADJOURNMENT

The meeting was adjourned at 6:47 PM.

Submitted by:

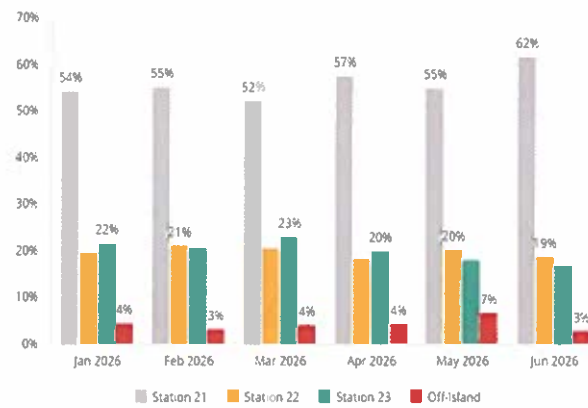


Jared Moravec, Board Secretary
Approved
July 22nd, 2026

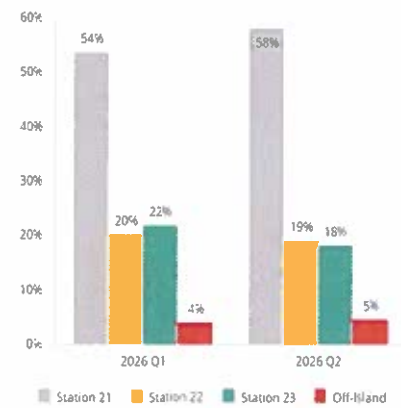


MID-YEAR - TOTAL INCIDENT BY STATION

Total # of Incidents - % - by ESZ location - per month



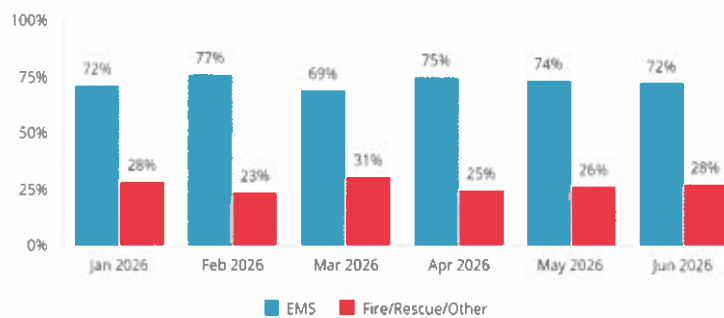
Total # of Incidents - % - by ESZ location - per quarter



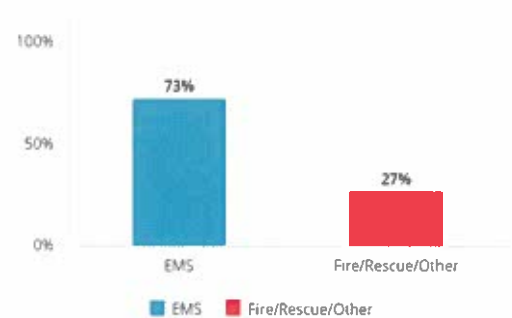
DC | 2026 3

MID-YEAR - INCIDENT TYPE BREAKDOWN

Incident Types - % - per month



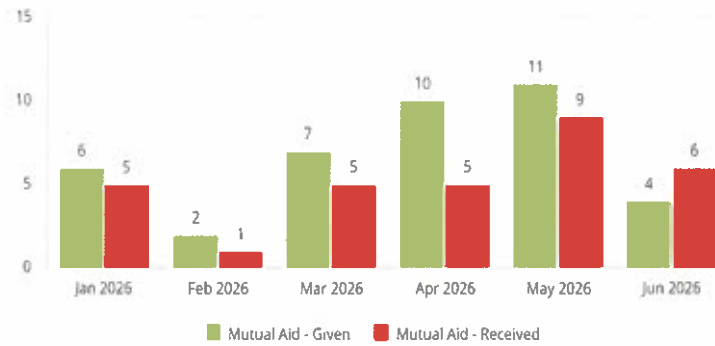
Incident Types - % 1st half of the year



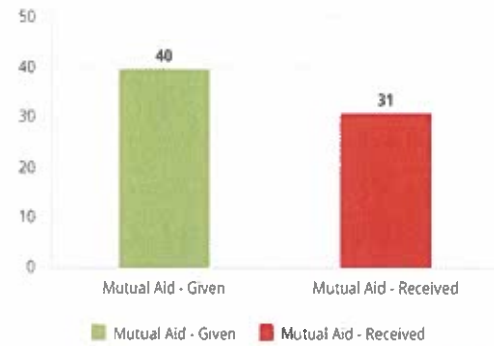
BIFD | July 7 BOC | 2026 4

MID-YEAR - MUTUAL AID

Mutual Aid Given/Received - unit arrived - per month



Mutual Aid Given/Received - 1st half of the year



BIFD | July 7 BOC | 2026 5

MID-YEAR - EMS TRANSPORT VOLUME

Total # of Transports

of Transports
828
of Transports 1st half 2025 77%

Total # of Transports - per month



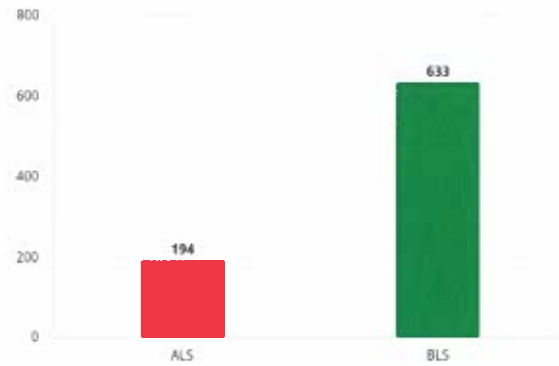
Total # of Transports - per Year (YTD)



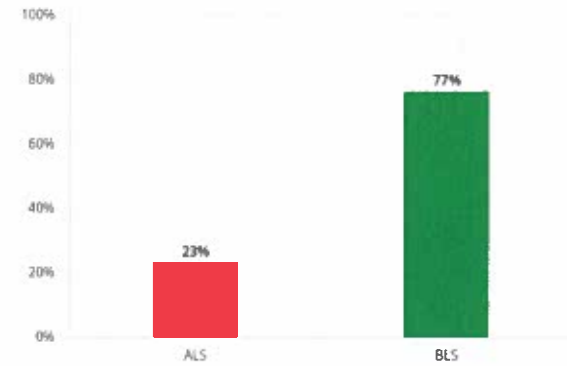
BIFD | July 7 BOC | 2026 6

MID-YEAR - EMS TRANSPORT SERVICE LEVEL

Total # of Transports - by Level of service



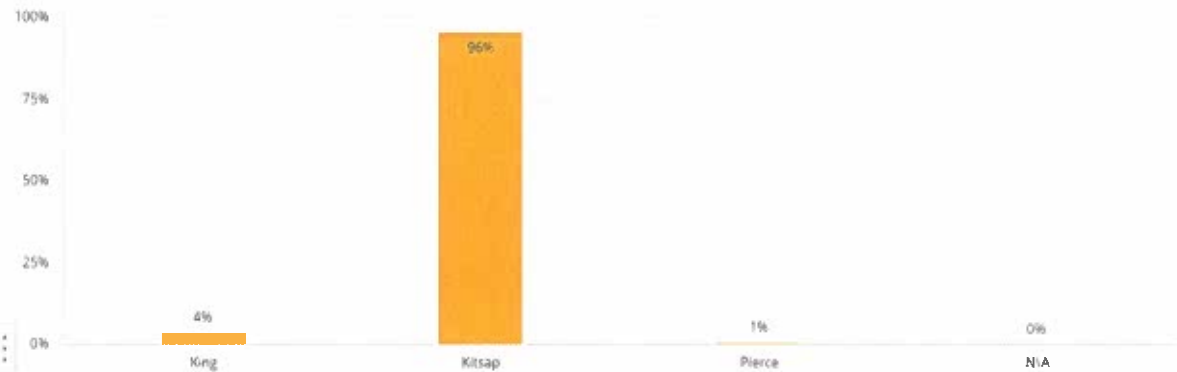
Transports - % - by Level of service



BIFD | July 7 BOC | 2026 7

MID-YEAR - EMS TRANSPORT DESTINATIONS

Transport Destinations



BIFD | July 7 BOC | 2026 8

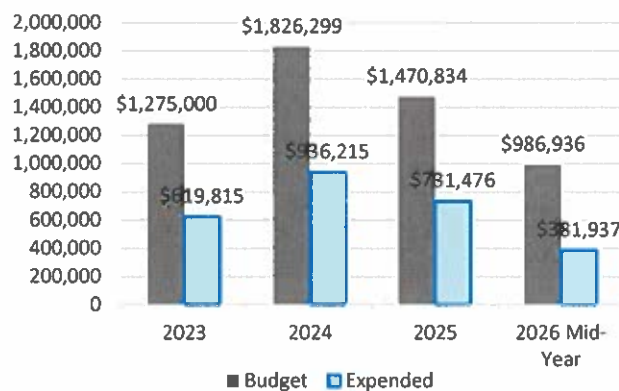
MID-YEAR 2026 FINANCIALS

	2026 BUDGET	MID-YEAR 2026 ACTUAL	% OF BUDGET
Revenue:	\$15,486,542	\$9,205,204	59%
Expenses:	(\$15,990,639)	(\$8,025,906)	50%
Transfers:	(\$985,000)	(\$985,000)	100%
TOTAL:	(\$1,489,097)	\$194,297	

BIFD | July 7 BOC | 2026 9

MID-YEAR 2026 FINANCIALS – OVERTIME EXPENDITURES

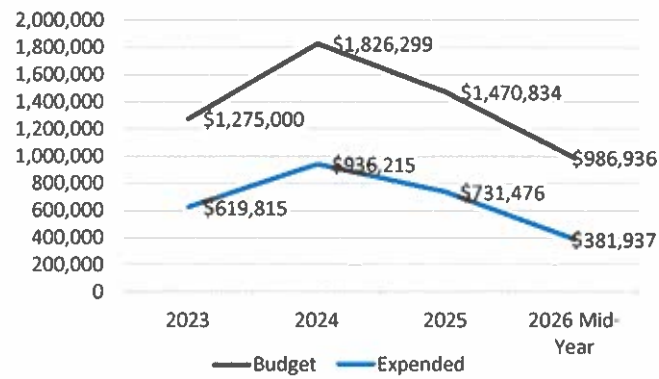
2023-2026 OT EXPENDITURES



BIFD | July 7 BOC | 2026 10

MID-YEAR 2026 FINANCIALS - OVERTIME EXPENDITURES

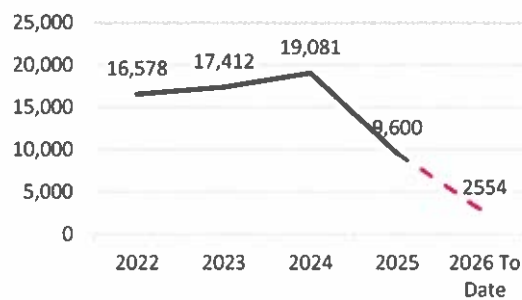
2023-2026 OT EXPENDITURES



BIFD | July 7 80C | 2026 11

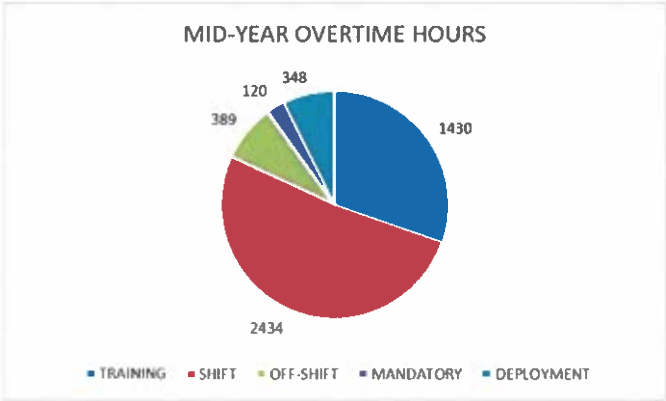
MID-YEAR 2026 FINANCIALS - SHIFT OVERTIME HOURS

2022-2026 SHIFT OT HOURS



BIFD | July 7 80C | 2026 12

MID-YEAR 2026 FINANCIALS - OVERTIME HOURS



BIFD | July 7 BOC | 2026 13



STRATEGIC PLAN PROGRESS REPORT – Q2 2026

BOARD OF FIRE COMMISSIONERS MEETING, JULY 7TH, 2026



STRATEGIC PRIORITIES

- *Match response capability to address identified risk and demand.*
- *Facilitate employee development to improve performance and job satisfaction.*
- *Strengthen the health, wellness, and well-being of our members through a mind-body-family approach.*
- *Reduce community risk through regulatory advocacy.*
- *Improve engagement with the community.*

STRATEGIC PRIORITIES (CONTINUED)

- *Improve community quality of life and resiliency.*
- *Improve fleet reliability and reduce downtime through increased support and detailed planning.*
- *Support department operations through improved facilities planning.*
- *Integrate & utilize technologies that improve efficiency, reliability, safety and productivity.*
- *Transform business practices to maximize the sustainability of services.*

BIFD | Strategic Plan 02 Update | 2026 3

FIRE CHIEF'S VISION

Provide outstanding service through a Department that is:



Well Staffed



Well Trained



Well Equipped



Well Supported

BIFD | Strategic Plan 02 Update | 2026 4



GOAL UPDATES

- **Update staffing and deployment model to match current and projected service demands and ensures member safety. (Well-staffed)**
 - No update.
- **Re-envision the Department's Fleet Replacement Plan to include repair, refit, and replace options as well as all assumptions, timelines, and projected future costs. (Well-equipped)**
 - Marine Unit & L23 Review Complete. Presentations to BOC in Q3 2026.
 - Fleet Replacement Plan draft complete. Presentation to BOC in Q3 2026.

BIFD | Strategic Plan 02 Update | 2026 5



GOAL UPDATES

- **Develop a comprehensive capital facilities plan that includes recurring and new items and projects 20+ years into the future. (Well-equipped/supported)**
 - New Facilities Manager onboarded.
 - Reviewing and incorporating newly identified recurring capital facilities maintenance projects.
- **Develop long-term funding strategies/mechanisms that align current and projected service demands to ensure sustainability. (Well-staffed/equipped/trained/supported)**
 - Ongoing. Updated fleet & capital numbers being added to long-range financial plan.
- **Create career development plans for all positions that include skills, targeted training, and succession pathways. (Well-supported/trained)**
 - Delivered officer training in support of career development focusing on incident management.

BIFD | Strategic Plan 02 Update | 2026 6



GOAL UPDATES

- **Increase and enhance access and approaches to mental health resources and programs, physical wellness, and engagement with members' families.** (Well-supported/trained)
 - No update.
- **Engage community partners, including Poulsbo CARES, to identify and fill gaps in the care continuum.** (Well-supported/staffed)
 - Community Engagement Coordinator continues to meet with partners including Poulsbo CARES.
- **Modernize and integrate finance and human resources systems.** (Well-equipped/supported)
 - Buildout in progress. Target go live on October 1st with full cutover January 1st.

BIFD | Strategic Plan 02 Update | 2026 


GOAL UPDATES

- **Complete a study of fire protection water supply infrastructure, make recommendations, and seek improvement in fire hydrant coverage across the Island.** (Well-supported)
 - Contact made with Meadowmeer Water.
 - Awaiting system coverage information from all KPUD systems.
- **Broaden advocacy in regulatory and policy changes addressing items such as roadway standards, Firewise, safety through accessibility, resilience of critical infrastructure, and firefighter safety.** (Well-supported)
 - WSDOT 305/High School Rd Roundabout.
 - Kitsap LMR Project.
 - AT & T FirstNet Coverage.

BIFD | Strategic Plan 02 Update | 2026 