

# BAINBRIDGE ISLAND FIRE DEPARTMENT BOARD OF COMMISSIONERS

## Meeting Minutes January 3, 2018

Chair Bruce Alward called the meeting to order at 6:30 PM. Present were Commissioners Tim Carey, Scott Isenman and Fritz von Ibsch; Fire Chief Hank Teran; Deputy Chief Jared Moravec; Assistant Chief Luke Carpenter; Volunteer Program Coordinator Jay Rosenberg; Finance Manager Ed Kaufman; and other Department members. Commissioner YongSuk Cho was excused.

### AGENDA ADDITIONS & DELETIONS

None

### FIRE CHIEF'S REPORT

- Fire station construction update: Construction Project Manager Charlie Demming provided an update on the station construction project including the following highlights:
  - Permanent electrical power is now to the site after the relocation of a power pole on the property.
  - Water and sewer lines to the street are complete.
  - Curbing is being installed in anticipation of parking lot and driveway paving.
  - Wallboard installation is almost complete.
  - Window installation is complete and door installation has begun.
  - Projected costs remain within budget constraints.
  - Station 22 permit documents were submitted to COBI in December.
  - February 1 is the planned release date for Station 22 bid documents.
- COBI Critical Areas Ordinance: Chief Teran plans to attend the January 9 COBI City Council meeting to submit comments from the Department regarding the proposed Critical Areas Ordinance.
- Kitsap County Legislative Day reminder: Chief Teran noted the upcoming Kitsap County Legislative Day on January 15 in Olympia. The Chief will be attending this event and invited the Commissioners to join in and to take advantage of this opportunity to meet with the Department's local legislative representatives.
- Joint WFCAWFC Legislative Day reminder: The Chief also noted the upcoming WFCAWFC legislative day in Olympia on January 25. This is an opportunity to meet the entire Washington State legislature. Commissioner Carey expressed interest in attending. Chief Teran is not available to attend.
- State Audit update: Finance Manager Kaufman informed the Board that the 2015-2016 biennial audit will be beginning at the end of January.
- Firefighter test update: DC Moravec briefed the Board on the upcoming firefighter test including the following dates: applications accepted until January 19, written exam on January 24; practical assessment for the top 20 candidates on January 30 and 31. It is anticipated that a new firefighter/EMT hiring list will be available by February 1.

- 2018 Management planning day: Chief Teran informed the Board that the Department management team will hold an allday planning session on January 30.
- 2018 Fire Chief/Commissioner Calendar update: Staff will be distributing the Chief/Commissioner Calendar to each Commissioner by January 5.
- BOC training next meeting: A training session for Commissioners on the new medic unit and the power-lift gurneys will be provided at the end of the January 17 Board meeting.

#### GOOD OF THE ORDER

AC Carpenter briefed the Board on an upcoming meeting with Woodward Middle School parents regarding the school's "lock down" procedures.

VPC Rosenberg announced the receipt by the Bainbridge Island Volunteer Firefighters Association of a \$5,000 donation from the Raymond B. Preston Family Foundation to be used for CPR instruction.

Commissioner Alward acknowledged Commissioner Cho's recent assistance during a motor vehicle accident on Bainbridge Island.

Commissioner Alward thanked VPC Rosenberg for his efforts regarding volunteer recruitment.

Commissioner Alward asked if the Board was interested in having Brian Snure provide a training refresher on the roles of the Commissioners. It was noted that Snure provides training at WFCA conferences each spring. No decision was made at this time.

#### CITIZEN COMMENTS OR DISCUSSION

None

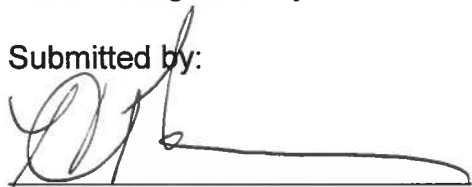
#### CONSENT AGENDA

(Vouchers totaling \$577,997.20, December Payroll, Meeting Minutes 12/14/2017). Commissioner Isenman moved to approve the Consent Agenda as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

#### ADJOURNMENT

The meeting was adjourned at 7:36 PM.

Submitted by:



Henry A. Teran, Board Secretary  
Approved

January 17, 2018