

# BAINBRIDGE ISLAND FIRE DEPARTMENT

## BOARD OF COMMISSIONERS

### Meeting Minutes November 20, 2019

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

### AGENDA ADDITIONS & DELETIONS

None

### FIRE CHIEF'S REPORT

- California Deployment summary: DC Moravec provided a summary of the recent California deployment. Brush 21 along with LT Josh Foley, FF/PM David Bailey and FF/EMT Matt Phillips returned safely from deployment on November 8<sup>th</sup>. The crew was deployed to the Kincade and Ranch fires. FF/PM Bailey was able to complete his Engine Boss qualification as a result of his participation in the deployment.
- Closest Unit update: DC Moravec provided an update of the rollout of Closest Unit dispatch to the Board. North Kitsap Fire & Rescue has activated closest unit. Only one priority 1 call has occurred between the two districts so far.
- Tender update: DC Moravec also provided an update of the buildout of the new Tender. Final inspection is scheduled for December and it is expected that the new Tender will be turned over to BIFD by the end of 2019.
- State Building Code Council vote: Chief Teran reported that the final meeting to discuss new requirements for fire sprinklers in residential structures with five or more units was held on November 8. The new requirements were approved by a 9-0 vote and are expected to take effect in July, 2020.
- Fire Station construction: Chief Teran briefed the Board on developments with the station construction project. MZT continues to work to correct outstanding items at Station 22. It is the desire of both BIFD and MZT to achieve final acceptance of Station 22 in December. Commissioner von Ibsch and Chief Teran met with Jim Phillips of FORMA to discuss issues with the Station 21 lobby floor. FORMA will provide remedy options to BIFD for consideration.
- PSE/RFI project: Chief Teran has received additional information regarding the PSE community located solar panel project RFI. The Chief recommends moving forward with the RFI survey at this time. A decision to actually participate in the program can be made at a later date if any one of the Department's three stations is ultimately chosen by PSE as a suitable site to host solar panels.
- 2020 Commissioner /FC Calendar: Chief Teran is currently building out the 2020 Commissioner/Fire Chief Calendar and has requested any items of interest that Commissioners may have be emailed to him for inclusion.
- BOC Chair: Chair von Ibsch polled the Board for volunteers to serve as Chair for 2020. Commissioner Batali volunteered to Chair the Board in 2020 and was happily endorsed by the other Commissioners.

### **Emerging Issues**

- POTENTRx update: Chief Teran and LT Kyle Moerke, the Department's Health Wellness lead, met with Dr. Speck of POTENTRx to discuss our future relationship in the wake of Dr. Tripps retirement. Both parties are eager to continue the relationship in 2020.
- 2020 Islandwood Conference: BIFD has been asked to participate in an upcoming environmental conference at Islandwood. The Department will provide a booth with information regarding the importance of wildfire risk reduction.

### **GOOD OF THE ORDER**

Commissioner Carey requested that the Department inform the Board when the Department flags are lowered to half-staff.

Commissioner von Ibsch thanked CRRRC Janine Courtemanche and VPC Rosenberg for their educational efforts with a local Cub Scout Troup.

Commissioner Isenman noted the upcoming Department Holiday party on December 14<sup>th</sup>.

DC Moravec provided a briefing on the 911 outage in Kitsap, Snohomish and Pierce Counties on November 13. The outage lasted approximately 50 minutes and no known issues were reported on Bainbridge Island during that time.

### **CITIZEN COMMENTS OR DISCUSSION**

None

### **CONSENT AGENDA**

(Vouchers totaling \$197,977.20, Meeting Minutes 11/6/2019.) Commissioner Isenman moved to approve the Consent Agenda as presented. Commissioner Batali seconded the motion and the motion passed unanimously.

### **BUSINESS AGENDA**

#### **1. New Recruit Acceptance**

Chief Teran requested conditional acceptance of the following twelve new Recruit Volunteer Firefighter applicants:

Sky Blake	Jesse Ramos
Terry Burleson	Carlos Salazar
Heidi Hietpas	Annika Thornburg
Lauryn Huska	Martin Vanzo
Cole Mason	Amanda Werdell
Quinn McMahon	Matthew Williams

Final acceptance of the applicants is contingent upon successful completion of all administrative requirements. Commissioner Carey moved to conditionally accept the twelve new Recruit Volunteer Firefighters as presented. Commissioner Isenman seconded the motion and the motion passed unanimously.

2. Fire Chief Job Description

Chief Teran requested approval of an updated Fire Chief's job description. The current job description does not adequately reflect the responsibilities and expectations of the Board of Commissioners. Commissioner Carey moved to approve the updated Fire Chief Job Description as presented. Commissioner Batali seconded the motion and the motion passed unanimously.

EXECUTIVE SESSION

At 7:18 PM, Commissioner von Ibsch called for an Executive Session to last for 30 minutes. The Executive Session was called to review the performance of a public employee per RCW 42.30.110(1)(g).

At 7:48 PM the Executive Session was extended for 15 minutes. At 8:03 PM the Executive Session was extended for 15 minutes. At 8:18 PM the Executive Session was extended for 15 minutes. At 8:33 PM the Executive Session was extended for an additional 10 minutes. At 8:43 PM the Executive Session was extended for an additional 10 minutes. At 8:53 the Executive Session was extended for additional five (5) minutes. At 8:58 the Executive Session was extended for an additional five (5) minutes.

The open public meeting resumed at 9:06.

Commissioner von Ibsch indicated that consideration of the Fire Chief's employment contract was being added to the Business Agenda.

BUSINESS AGENDA

3. Fire Chief's Employment Contract

Commissioner von Ibsch introduced the topic of renewal of the Fire Chief Hank Teran's employment contract with BIFD. The term of the new contract would be December 1, 2019 to December 31, 2024. Commissioner Carey moved to approve the updated employment contract with Chief Teran as presented. Commissioner Cho seconded the motion and the motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 9:06 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

December 4, 2019