

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

November 6, 2019

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

AGENDA ADDITIONS & DELETIONS

None

PUBLIC HEARING

At 6:30 Finance Manager Kaufman opened a Public Hearing per RCW 84.55.120 to take public comment on revenue sources for the District's 2020 expense budget. No comments were offered from the public. The Public Hearing remained open until 7:01 PM.

FIRE CHIEF'S REPORT

- Election Results: Chief Teran congratulated Commissioners Batali, Cho and von Ibsch on each of their reelection during the November 3 election. Commissioners Cho and von Ibsch were reelected to six year terms for Positions 2 & 5 respectively and Commissioner Batali was elected to the final four years of the Position 3 term.
- California deployment update: DC Moravec briefed the Board on the Department's deployment to California for wildfire suppression assistance. Lt. Foley, FF/PM Bailey and FF/EMT Phillips were deployed along with the Brush 21 to assist with the Kincade Fire and the Ranch Fire. The team was expected to be demobilized within a week. Commissioner Isenman suggested letters of appreciation from the Board be put in each members personnel file.
- Audit update: Finance Manager Kaufman provided an update on the 2017-2018 audit. The audit produced no findings or recommendations from the State Auditor's Office. Annual audits will be conducted from now on due to Department revenue levels.
- Annual KCFCA Brunch reminder: Chief Teran noted that the annual KCFCA Holiday Brunch will be held at the Clearwater Casino on December 14 from 12:00-2:30 PM.
- Fire Station construction update: Chief Teran briefed the Board on recent developments with the station construction project. MZT will be addressing final items on the Station 22 punch list in the next week. Chief Teran and Commissioner von Ibsch will meet with Jim Phillips of FORMA on November 12 to discuss the Station 21 front lobby floor.
- Fire Service Coalition presentation in Olympia: Chief Teran has been asked by the Fire Service Coalition to present information regarding fire sprinklers to the State Legislature on November 21.

Emerging Issues

- PD boat update: DC Moravec announced that the retrofit, including a fire pump, to the police boat has been completed and the boat is back in Eagle Harbor. Training for BIFD staff is scheduled to commence next week.
- MPD direction: Chief Teran noted a new directive from the Medical Program Director's office to use an automated CPR device called AutoPulse. The Kitsap County Fire Chiefs have asked the MPD for further clarification of this directive before endorsing its use. Chief Teran will report on any additional developments regarding this topic at future BOC meetings.
- Dr. Tripps retirement: Chief Teran announced that Dr. Dan Tripps, the Department's physician is retiring from POTENTRx. Chief Teran will be working with POTENTRx to maintain continuity of the Department's health wellness program.
- PSE RFI: Chief Teran briefed the Board on additional information he has gathered regarding PSE's request for information regarding the placement of solar panels at public venues around Bainbridge Island. Any cost savings to the District as a result of program participation would have to be negotiated with PSE. The Chief will continue to collect information so the Board can make an informed decision about participating in this program during the November 20th meeting.

GOOD OF THE ORDER

Chief Teran noted that the November IGWG meeting has been cancelled due to the Thanksgiving holiday.

Chief Teran also informed the Board that he has been asked to participate in the interview process for the new Bainbridge Island Police Chief on November 21st.

CITIZEN COMMENTS OR DISCUSSION

None

CONSENT AGENDA

(Vouchers totaling \$704,090.16, October Payroll, Meeting Minutes 10/16/2019.)
Commissioner Isenman moved to approve the Consent Agenda as presented. Commissioner Batali seconded the motion and the motion passed unanimously.

BUSINESS AGENDA

1. Resolution #07-2019: 2020 Property Tax Revenue – General Fire Levy
Finance Manager Kaufman requested approval of Resolution #07-2019: Property Tax Revenue – General Fire Levy. This resolution authorizes a 2.2% increase to the general fire levy in 2020, consistent with the 2015 voter approved levy lid lift. Revenue from the general fire levy represents 58% of the 2020 proposed revenue in the Expense Budget. Commissioner Batali moved to approve Resolution #07-2019 as presented. Commissioner Isenman seconded the motion and the motion passed unanimously.
2. Resolution #08-2019: 2020 Property Tax Revenue – EMS Levy
Finance Manager Kaufman requested approval of Resolution #08-2019: Property Tax Revenue – EMS Levy. This resolution authorizes a reset of the EMS levy tax rate to

\$0.40 per \$1,000 of assessed value in 2020, consistent with the 2019 voter approved EMS levy renewal, which also made this levy permanent. Revenue from the EMS levy represents 31% of the 2020 proposed revenue in the Expense Budget. Commissioner Isenman moved to approve Resolution #08-2019 as presented. Commissioner Carey seconded the motion and the motion passed unanimously.

3. Resolution #09-2019: 2020 Budget

Finance Manager Kaufman requested approval of Resolution #09-2019: 2020 Budget. This resolution authorizes expenditure levels in 2020 for the Expense Fund (90838), Reserve Fund (90839), Bond Fund (90840), and Capital Fund (90841). The 2020 budget has been constructed to meet the operational needs of the Department in 2020 as well as remaining consistent with the Department's 10-year financial projections. Commissioner Carey moved to approve Resolution #09-2019: 2020 Budget as presented. Commissioner Batali seconded the motion and the motion passed unanimously.

EXECUTIVE SESSION

At 7:12 PM, Commissioner von Ibsch called for an Executive Session to last for 20 minutes. The Executive Session was called to review the performance of a public employee per RCW 42.30.110(1)(g).

At 7:32 PM the Executive Session was extended for 20 minutes. At 7:52 PM the Executive Session was extended for 10 minutes. At 8:02 PM the Executive Session was extended for five (5) minutes. At 8:07 PM the Executive Session was extended for an additional five (5) minutes. At 8:12 PM the Executive Session was extended for an additional 10 minutes.

ADJOURNMENT

The meeting was adjourned at 8:23 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

November 20, 2019