

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

May 15, 2019

Acting Chair Scott Isenman called the meeting to order at 7:00 PM. Present were Commissioners Gina Batali, Tim Carey, YongSuk Cho, and Fritz von Ibsch (via phone); Fire Chief Hank Teran; Deputy Chief Jared Moravec; Volunteer Program Coordinator Jay Rosenberg; Finance Manager Ed Kaufman; Department Counsel Graehm Wallace; and other Department members.

AGENDA ADDITIONS & DELETIONS

None

EXECUTIVE SESSION

At 7:00 PM, the Acting Chair called for an Executive Session to last for 15 minutes. The Session was called per RCW: 42.30.110 (1) (d), to review negotiations on the performance of a public contract.

At 7:15 PM, the Session was extended for 15 minutes. At 7:30, the Session was extended for an additional 10 minutes. The open public meeting resumed at 7:40 PM.

BUSINESS AGENDA

1. Settlement Agreement & Release

Chief Teran requested approval of a Settlement Agreement and Release between BIFD, Forma (Station 21 General Contractor) and Whitworth Excavating (Station 21 Sub-Contractor). The Settlement details an agreement between the parties regarding work performed by Whitworth during the construction of Station 21 and the cost of that work owed by the Department. All three parties have consented to the agreement. Commissioner Isenman moved to approve the Settlement Agreement and Release as presented. Commissioner Cho seconded the motion and the motion passed unanimously.

FIRE CHIEF'S REPORT

- Fire station construction update: Construction Project Manager Charlie Demming provided an update on the station construction project including the following:
 - A walk through of Station 21 is scheduled for May 28 with Commissioners von Ibsch and Carey and former Commissioner Alward. The intent of the inspection is to determine if Station 21 is ready for a June 5th declaration of Final Acceptance.
 - A Substantial Completion Inspection of Station 22 was completed on May 9th. 134 items were identified for correction however, substantial completion was not declared on that day.
 - Overhead bay doors at Station 22 will be repainted.
 - Washington Water has nearly completed work on the mock-well on Old Woods Lane.

- COBI has completed its code inspections for issuance of a Certificate of Occupancy.
- Target move-in date is May 22nd.
- After the Fire meeting: Chief Teran recapped an after the fire meeting with residents and store owners from the Winslow Green as a result of the structure fire there on April 18. Staff answered questions about the fire, the Department's response and the fire investigation conducted by the Kitsap County Fire Marshal's Office.
- Paramedic Class 46 update: Chief Teran noted that FF/EMT Spencer Cannon has been admitted to Paramedic Class 46 beginning in September, 2019.
- Closest Unit update: DC Moravec reported that the Closest Unit program would not be "turned on" until he has had a chance to brief all three shifts and until all three stations are operational.
- Kitsap 911 Fire Station Alerting update: DC Moravec also reported on recent discussions with Kitsap 911 regarding upgrading their equipment to digital dispatching. The vendor chosen to complete the work for Kitsap 911 is not the same as the alerting system installed by the Department. BIFD will continue discussions with Kitsap 911 to ensure seamless operation of the County system and the Department's system.
- Fire Service Coalition/WSFFA presentation: Chief Teran will give a fire sprinkler presentation to the WAVFFA in Wenatchee on May 18.
- WFC fire sprinkler code amendment proposal: Chief Teran will give testimony to the Washington Association of Firefighters on May 29 regarding proposed amendments to the fire sprinkler code.
- WFC Conference May 19-24: Chief Teran noted that he will be attending the Washington Fire Chief's Conference in Kennewick, May 19-24.

Emerging Issues

- Community Appreciation Plaque: Chief Teran showed the Board an example of a Community Appreciation Plaque, developed by staff, that will be placed at each Station, thanking the Bainbridge Island community for its support of the facilities construction project. This item will be discussed by the Board at the June 5th BOC meeting.
- BIFD Cell Tower/Kitsap 911 interest: The Chief noted that the Department is investigating the possible transfer of ownership of the communications tower on Mandus Olsen to Kitsap 911. Kitsap 911 may be better suited for the maintenance of the tower going forward.
- Fireworks ban on Bainbridge Island for 2019: A decision will be made in June regarding a possible ban on fireworks on Bainbridge for the coming summer.
- Kitsap County Fire Marshal/BCB Podcast: Chief Teran noted an upcoming podcast, produced by Bainbridge Community Broadcasting (BCB) with the Kitsap County Fire Marshal.
- Medical Service Administrator update: The Chief is expecting a report from the Medical Service Administrator regarding workload for that position. Based on the report, the Chief will make a recommendation regarding the number of work hours to be filled by the MSA.
- Summer BOC Calendar: In reviewing the summer calendar and potential scheduling conflicts for staff and the Board, the Chief is recommending that the July 3rd and August 21st BOC meeting be cancelled.

GOOD OF THE ORDER

Commissioner Carey noted that the current week of May 13 – May 17 is the candidate filing week for those interested in running for Fire Commissioner.

CITIZEN COMMENTS OR DISCUSSION

None

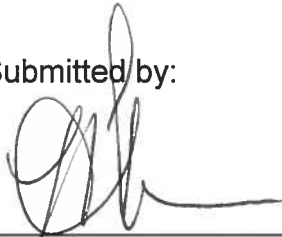
CONSENT AGENDA

(Vouchers totaling \$922,618.70, Meeting Minutes 5/1/2019) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Batali seconded the motion and the motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 8:34 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

June 5, 2019