

# BAINBRIDGE ISLAND FIRE DEPARTMENT

## BOARD OF COMMISSIONERS

### Meeting Minutes

June 6, 2018

Chair Bruce Alward called the meeting to order at 6:30 PM. Present were Commissioners Tim Carey, YongSuk Cho, Scott Isenman and Fritz von Ibsch; 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

- Fire station construction update: Construction Project Manager Charlie Demming provided an update on the station construction project including the following highlights:
  - A written summary of the lessons learned session with Mackenzie was distributed to all Commissioners for their review.
  - Station 21 generator is in place and fully operational.
  - Final elevator testing is scheduled for June 8.
  - Final paving of the front apron and helipad is complete.
  - Awaiting final building permit from COBI for Station 22.
  - Site mobilization by MZT for Station 22 is scheduled for June 20.
- IGWG summary: Finance Manager Kaufman provided a summary of the 5/21/18 IGWG meeting. Commissioner Alward also attended this meeting.
- Volunteer Academy graduation: Chief Teran announced that five recruit volunteer firefighters will be graduating from the Department's in-house fire academy on June 17.
- LT Promotion: Chief Teran also announced the FF/EMT Mike Finley will be promoted to Lieutenant effective June 26. A promotion ceremony for FF/EMT Finley and for LT Jones, promoted to Battalion Chief, will be held on August 1.
- Commissioner training: Chief Teran suggested that any new Commissioner training be deferred until the impending Commissioner vacancy is filled. The Board agreed.
- WA State Fire Chiefs Conference summary: Chief Teran briefed the Board on the recent WFC conference. Chief Teran has been elected to a two year term on the Board of the WFC.

### GOOD OF THE ORDER

Commissioner Isenman noted the following:

- Airlift Northwest's open house on June 16 at their new base at the Bremerton Airport.
- Kitsap 911's 2017 Performance Measurements report, provided to each Commissioner.
- A program to collect expired marine flares and fireworks at the BIPD.

- The acquisition of 20 new fire extinguishers as a result of a recent recall by Kidde.
- The desire for the Board to provide additional landscaping and maintenance of the Department's 9/11 memorial.

#### CITIZEN COMMENTS OR DISCUSSION

None

#### CONSENT AGENDA

(Vouchers totaling \$920,228.13, May Payroll, Meeting Minutes 5/16/2018). Commissioner Isenman moved to approve the Consent Agenda as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

#### BUSINESS AGENDA

##### 1. Commissioner Vacancy

Finance Manager Kaufman provided an update on the current status of efforts to fill the upcoming Commissioner vacancy. The Department has advertised in the Bainbridge Review and the Kitsap Sun's Islander edition as well as reaching out to other members of the community. The deadline for submitting letters of interest is 5:00 PM on June 15. Interested parties will be invited to the July 18, 2018 BOC meeting for interviews, followed by Commissioner selection.

##### 2. Board Chair Selection

The Board discussed the selection of a new Chair to serve out the remainder of 2018 beginning in July after the departure of Commissioner Alward. Commissioner Isenman volunteered to be Chair. Commissioner Carey nominated Commissioner Isenman as Chair for the remainder of 2018. Commissioner Cho seconded the motion and the motion passed unanimously.

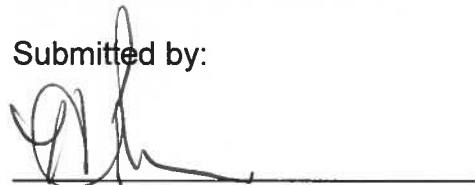
##### 3. Station 21 Grand Opening

With the impending opening of the new Station 21, the Board discussed options for inviting the public to view and tour the new facility. The Board agreed to hold an open house for the public at a time this summer convenient for the Board's and staff's schedules. This event will provide the public an opportunity to tour their new fire station. Staff will coordinate with the Board to find a weekend date that works best for all parties. In addition, the Board directed staff to design a plaque dedicated to Island residents, thanking them for their support. A plaque will be placed at all three fire stations once the station rebuild project is complete.

#### ADJOURNMENT

The meeting was adjourned at 8:18 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

June 20, 2018