

BAINBRIDGE ISLAND FIRE DEPARTMENT BOARD OF COMMISSIONERS

Meeting Minutes August 10, 2017

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

AGENDA ADDITIONS & DELETIONS

Chief Teran added BISD/BIFD shared project manager update to the Fire Chief's Report.

FIRE CHIEF'S REPORT

- Fire Station 23 painting update: AC Carpenter reported that the painting of Station 23 was 75% complete with an expected completion date of August 11.
- Fire station construction update: Construction Project Manager Charlie Demming provided a status report of the station construction project with the following highlights: framing has begun on Station 21, concrete shear wall is complete, steel columns are going in and the relocation of the underground phone line will begin next week. A value engineering session for Station 22 took place on August 9 with representatives of Mackenzie, BIFD staff and Commissioner Alward. In order to re-balance the budget for Station 22, a revised floor plan was selected as a cost saving measure as well as the acceptance of a number of other VE items. The revised plans will be submitted to COBI to determine if the changes necessitate review by the Design Review Board.

Demming also asked the Board for a decision on Add Alternate #10: Standing Seam Metal Roof. The Board chose to not authorize this add alternate.

- BIAA update: Chief Teran did not have any new items of significance to report to the Board regarding the status of the Bainbridge Island Ambulance Association (BIAA). AC Moravec reported on one incident citing a 45-minute delay in response from the ambulance association. Commissioner Isenman suggested removing updates on BIAA from future Board meeting agendas unless there is a significant development to report.
- Suquamish Tribe Mitigation Grant: Chief Teran reported that BIFD was receiving a \$20,000 impact mitigation grant from the Suquamish Tribe, as it did in 2015. This grant is to offset operational costs associated with fire, life safety and emergency medical services incurred by BIFD when responding to calls in Suquamish.

- 2017 FRI conference: Chief Teran briefed the Board on the Fire Rescue International conference that he attended in Charlotte, North Carolina at the end of July. The Chief attended a number of sessions on volunteer firefighter participation and noted that BIFD's practices for recruitment of volunteers and the Department's volunteer program itself is consistent with many programs across the country.
- Quarterly Reports: Chief Teran noted the 2017 2nd Quarter report that had been disseminated to the Board for review. The Commissioners thanked the Chief for the report and appreciate staff's efforts in providing the quarterly statistics in the current format.
- BISD/BIFD Shared Project Manager: Chief Teran reported that the Bainbridge Island School District (BISD) is making a change in their capital facilities project structure and therefore is no longer interested in having a shared construction project manager with BIFD. Chief Teran would like to retain Charlie Demming as Project Manager for the Department and will be coming to the Board with a contract for services for Demming at a future meeting.

GOOD OF THE ORDER

Commissioner Cho noted that he is unable to attend the next KCFCA Executive Committee meeting.

AC Carpenter reported on the recent, National Night Out event on August 1. The event was very well attended by Island residents and was hosted by the Bainbridge Island Police Department.

Chief Teran noted a card received from a family thanking the Department for its assistance during a recent medical emergency. The Chief also read a letter from the Eagle Harbor Yacht Club thanking the Department, Commissioner Isenman and VPC Jay Rosenberg for CPR training.

Chief Teran announced that Lt. Livdahl would be available after the meeting to provide interested Commissioners with a tour of the Department's Brush Engine and answer questions relating to wildland firefighting.

CITIZEN COMMENTS OR DISCUSSION

Greg Walsh of the Bainbridge Island Ambulance Association addressed the Board and read a statement regarding BIAA's current business challenges and future direction.

CONSENT AGENDA

(Vouchers totaling \$660,807.46, July Payroll, 2017 Mid-Year Financials, Meeting Minutes 7/20/2017). Commissioner Alward moved to approve the Consent Agenda as presented. Commissioner Cho seconded the motion and the motion passed unanimously.

BUSINESS AGENDA

1. Technical Rescue Mutual Aid ILA

Chief Teran ask for approval of the Technical Rescue Mutual Aid ILA that updates the same ILA, originally signed in 2010. The primary change from the 2010 agreement is that Central Kitsap Fire & Rescue will now be designated as "Lead Agency" in administering the agreement, relieving BIFD of those duties. Commissioner Cho moved to approve the Technical Rescue Mutual Aid ILA as presented. Commissioner Alward seconded the motion and the motion passed unanimously.

2. New Volunteer Recruits:

Chief Teran asked for conditional acceptance of two new recruit Volunteer Firefighters, Joseph Gaffney and Tyrone Kleim. Both applicants are Island residents. Commissioner Carey moved to conditionally accept the two new recruit Volunteer Firefighters as presented. Commissioner Isenman seconded the motion and the motion passed unanimously.

3. Resolution #4-2017: 2017 Mid-Year Budget Adjustment

Finance Manager Kaufman requested approval of Resolution #4-2017: Mid-Year Budget Adjustment. This adjustment would increase appropriations for the Expense Fund (90838) by \$330,000. The net result of this adjustment would produce a surplus Expense budget of \$503,124 for 2017. Commissioner Carey moved to approve Resolution #4-2017: Mid-Year Budget Adjustment as presented. Commissioner Alward seconded the motion and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Isenman called for an Executive Session at 7:45 PM to last for 15 minutes. The Executive Session was called per RCW 42.30.110(1)(g), to review the performance of a public employee.

ADJOURNMENT

The meeting was adjourned at 8:00 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

August 24, 2017