

# BAINBRIDGE ISLAND FIRE DEPARTMENT

## BOARD OF COMMISSIONERS

### Meeting Minutes September 16, 2020

The September 16, 2020 Board of Fire Commissioners meeting was conducted “virtually” due to the restrictions put on public meetings by Governor Inslee. The restrictions were put in place due to the ongoing health concerns presented by the COVID-19 pandemic. Commissioners participated in the meeting remotely and the public was provided the opportunity to call in and listen to the proceedings.

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

### AGENDA ADDITIONS & DELETIONS

Chief Teran announced that a Public Comment section was added to the agenda following the Fire Chief’s Report.

### FIRE CHIEF’S REPORT

- COVID-19 Update: Chief Teran provided an update on COVID-19 including the following:
  - To date, there have been 80,000 positive cases and 2,015 deaths in the State of Washington, 1,116 positive cases and 12 deaths in Kitsap County, and 38 confirmed cases on Bainbridge Island.
  - St. Michael’s Hospital in Bremerton is no longer diverting patients from their facility. 73 positive cases have been linked with the outbreak at the Hospital.
- Wildfire update: Deputy Chief Moravec provided a detailed report on the brush fire that occurred in the Fletcher Bay Road area on September 10. A camp fire that had not been properly extinguished is believed to be the cause. The 3 alarm fire was confined to an area of less than ½ acre. BIFD crews responded as well as crews from NKF&R, Poulsbo Fire & CKF&R. No permanent structures were affected by the fire.
- Fire Station Alerting update: DC Moravec also briefed the Board on the status of the countywide upgrades to digital dispatching. The transition to digital is progressing and a complete switchover of the alerting system at BIFD is expected to be complete by the end of February, 2021 at the earliest.
- Volunteer Firefighter Academy: Chief Teran noted the beginning of the Volunteer Firefighter Academy at Station 23, which began on September 12. 11 new recruit volunteers are participating in the Academy which is expect to finish on December 13, 2020.
- Pancake Breakfast update: Chief Teran reminded the Board that this year’s Pancake Breakfast has been cancelled due to the pandemic. Staff will be producing some educational video material and will promote that material during Fire Prevention Week in October.

- Day of Preparedness: BIFD will be participating in COBI's *Day of Preparedness* on September 26 at 10:00 AM. This will be a virtual event due to the pandemic.

*Emerging Issues:*

- Kitsap County Training Consortium: Chief Teran and DC Moravec will participate in a countywide task force to evaluate the idea of a countywide training consortium. BIFD will also have an internal task force to evaluate the pros and cons of a training consortium.
- Kitsap County Fees for Service: Chief Teran reported on discussions regarding fees for service for some types of emergency response throughout Kitsap County. Discussions are continuing but do not appear to have much traction at this time.

CITIZEN COMMENTS OR DISCUSSION

The following five residents of Bainbridge Island provided comments related to the September 10, 2020 fire in the Fletcher Bay Road area.

Bonnie McBryan  
David Dunn  
Robert Fraik  
Todd & Reed Hansen

GOOD OF THE ORDER

Commissioner Isenman reiterated the upcoming *Day of Preparedness* on September 26.

Finance Manager Kaufman noted updated property tax assessed value information provided to fire districts by Kitsap County Assessor, Phil Cook.

CONSENT AGENDA

(Vouchers totaling \$93,295.06, Meeting Minutes 9/2/2020.) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Metz seconded the motion and the motion passed.

BUSINESS AGENDA

1. Policies & Procedures Update Plan

Finance Manager Kaufman presented a plan to review all Department Policies and Procedures (P&Ps) and update as needed. The plan will update all P&Ps to reflect current Department practices and fire industry requirements by the end of 2021. This item is on the 2020 Work Plan for staff. Commissioner Carey moved to approve the Policies & Procedures Update Plan as presented. Commissioner Isenman seconded the motion and the motion passed.

ADJOURNMENT

The meeting was adjourned at 7:45 PM.

Submitted by:

A handwritten signature in blue ink, appearing to read 'H. Teran', written over a horizontal line.

Henry A. Teran, Board Secretary

Approved

October 7, 2020