

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

March 4, 2020

Chair Gina Batali 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; Medical Services Administrator Dave Coatsworth; Volunteer Program Coordinator Jay Rosenberg; Finance Manager Ed Kaufman; and other Department members.

AGENDA ADDITIONS & DELETIONS

None

FIRE CHIEF'S REPORT

- Coronavirus update: Chief Teran and MSA Coatsworth provided a current status report on the coronavirus on Bainbridge Island and Kitsap County and BIFD's response to the outbreak. There have been no positive tests for Covid-19 in Kitsap County. BIFD response staff have been training for appropriate EMS response since the beginning of 2020. MSA Coatsworth reiterated that proper use of personal protective equipment (PPE) is the best way to prevent infection. Chief Teran will keep the Board informed of any new developments with this issue.
- KCIMP manual approval: Chief Teran noted the updating of the Kitsap County Incident Management Procedures manual. All fire districts in the County have approved the updates.
- Fire Chief/Volunteer meeting: Chief Teran held his quarterly meeting with Volunteer Firefighters on February 20. Approximately 20 Volunteers attended the meeting where the Chief stressed that responding to calls is the most important activity that Volunteers can do to assist the Department.
- March 18 BOC meeting: Chief Teran informed the Board that the March 18 BOC meeting agenda will include a presentation of the Volunteer program, the 2019 annual report and an Executive Session for collective bargaining planning.
- KCFCA meeting in April: The Chief also noted the upcoming Kitsap County Fire Commissioner Association meeting to be hosted by BIFD at Station 21 on April 28.

Emerging Issues

- Air Ambulance: Chief Teran briefed the Board on discussions he has had with both Airlift Northwest and Life Flight regarding Airlift NW's decision to stop reciprocity with other air ambulance services. The Chief will inform the Board of any further developments with this issue.
- Kitsap 911 tax: Chief Teran briefed the Board on Kitsap 911's desire to ask voters to increase the 911 tax rate by 1/10 of 1%. All revenue generated would be earmarked for infrastructure. Commissioner von Ibsch wanted to make sure that BIFD's purchases now for 911 communication equipment will be compatible with the Kitsap 911 infrastructure improvements in the future.
- Meeting with BIPD: Chief Teran met with the acting Police Chief Scott Weiss just to check in while the search for a permanent Police Chief continues. Communication between the two departments remains open and without issue.

GOOD OF THE ORDER

Commissioner Carey noted the recipe for producing hand sanitizer at home. 2:1 Isopropyl alcohol to aloe.

Commissioner Isenman provided an update on the WA DOH committee he participates on.

CITIZEN COMMENTS OR DISCUSSION

None

CONSENT AGENDA

(Vouchers totaling \$735,700.02, February Payroll, Meeting Minutes 2/19/2020.)
Commissioner Carey moved to approve the Consent Agenda as presented.
Commissioner Isenman seconded the motion and the motion passed unanimously.

BUSINESS AGENDA

1. 401(a) Pension Plan Administrator

Chief Teran requested authority to add additional 401(a) plan administrators if desired. Non-suppression employees of the Department used to participate in a 401(a) retirement plan until that changed on January 1, 2019 to the WA State PERS program. There is a desire to change 401(a) administrators from ICMA-RC, the current plan administrator, to reduce fees and increase services. Commissioner Isenman moved to authorize Chief Teran to add additional 401(a) administrators if desired. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

EXECUTIVE SESSION

At 8:05 PM, Commissioner Batali 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 8:25 PM the Executive Session was extended for 10 minutes.

ADJOURNMENT

The meeting was adjourned at 8:35 PM.

Submitted by:

Henry A. Teran, Board Secretary
Approved
March 18, 2020