

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

July 15, 2020

The July 15, 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, and Scott Isenman; Fire Chief Hank Teran; Deputy Chief Jared Moravec; and Finance Manager Ed Kaufman. Commissioner YongSuk Cho was absent.

AGENDA ADDITIONS & DELETIONS

None

FIRE CHIEF'S REPORT

- Wildfire deployment update: DC Moravec provided an update on a recent deployment to Mansfield, WA. Tender 21 was deployed, staffed by FF/PM David Bailey and FF/EMT Joe Gaffney, on July 12. The crew returned without incident on July 14.
- COVID-19 Update: Chief Teran provided an update on COVID-19 including the following:
 - To date, there has been 332 positive cases in Kitsap County, three deaths, and 17 confirmed cases on Bainbridge Island.
 - Kitsap County remains in Phase 2 and is unlikely to move to Phase 3 anytime soon.
 - The Governor's open public meeting act order has been extended until August 1st.
 - COBI, in conjunction with the Bainbridge Island Chamber of Commerce, is requiring masks at all commercial stores on the Island.
 - Chief Teran has been in contact with the State Department of Health regarding challenges local fire districts face with the Kitsap Public Health District.
- 2019 Year-End Report: Chief Teran presented the 2019 Year-End Report. (Please see attached slides for details.)
- 2020 Mid-Year Report: Chief Teran also presented the 2020 Mid-Year Report. (See attached slides for details.)
- Closest unit update: DC Moravec briefed the Board on the current status of closest unit in Kitsap County. All fire districts are now using closest unit. To date, BIFD has not been dispatched to any "priority 1" calls while outside of its district. Staff will report closest unit data when significant.
- CBA negotiations update: Chief Teran reported that management has met with the Local six times for the purpose of negotiating the expiring CBA. Significant progress has been made to this point.

- EVT hiring update: Chief Teran announced that a potential hire for the soon to be vacant Emergency Vehicle Technician position is in its final stages. The Department hopes to have the new EVT hired by the beginning of August.
- Paramedic Cannon update: It is expected that FF/Paramedic Spencer Cannon will be back on shift by the end of July. Paramedic Trainee graduation is scheduled for July 24th.
- State Fire Code adoption delay: Chief Teran announced that adoption of the State Fire Code has been delayed until February, 2021 due to the pandemic.

Emerging Issues:

- Navy ILA training: Chief Teran briefed the Board on a potential training opportunity with the Navy.
- County-wide MVA study: A countywide MVA study is being conducted to evaluate the potential for restitution from insurance companies by county fire districts.
- 2020 conferences/training: All in-person conferences and training presented by WFCFA or the WFC have been cancelled due to the pandemic.

GOOD OF THE ORDER

Commissioner Carey noted that the ongoing work of the IT Committee is going well and progressing toward a comprehensive IT Plan for the Department.

CONSENT AGENDA

(Vouchers totaling \$63,449.46, Meeting Minutes 7/1/2020.) Commissioner Isenman moved to approve the Consent Agenda as presented. Commissioner Carey seconded the motion and the motion passed.

BUSINESS AGENDA

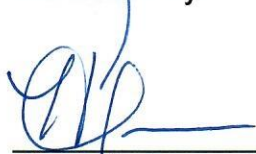
1. Board Vacancy

The Commissioners discussed action to be taken to fill Fire Commissioner Position #3 that was vacated by Commissioner Batali on June 3rd. The initial deadline of July 10th for submitting letters of interest was extended to July 31st. The vacant position will also be advertised in the Bainbridge Review. The Board intends to interview prospective candidates virtually during the August 5th Board of Commissioners meeting.

ADJOURNMENT

The meeting was adjourned at 7:54 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

August 5, 2020



BAINBRIDGE ISLAND FIRE DEPARTMENT

2019 ANNUAL STATISTICS DASHBOARD

- **Total Calls:**
3,261 (-3.8%) (2nd highest # of calls in Dept. History)
Call Types: EMS = 73%, Fire & Other Non-EMS = 27%
- **Station Distribution of Calls:**
21: 64%, 22: 16%, 23: 19%, Other: 1%
- **Dispatch by Type:**
BLS: 70%, ALS: 30% (2018 ratio: 79/21)
- **Transport by Type:**
BLS: 70%, ALS: 30% (2018 ratio: 72/28)
- **Transport Destination:**
Kitsap: 71%, Seattle: 29%
- **Average Transports per Day:**
3.71 (+0.7%)
- **Concurrent Calls:**
58.85% (-0.9%)
- **5 Specific Addresses** generated more than 50 calls each throughout 2019: 1 Doctor's Office; 3 Assisted Living/Skilled Nursing; and Fire Station 21.

"Safeguarding lives, property, and the environment through prevention, education, and emergency response."



BAINBRIDGE ISLAND FIRE DEPARTMENT

2019 ANNUAL STATISTICS DASHBOARD

- **Community Risk Reduction:**
Total Events: 187 (+24%)
Contacting: Adults: 3,855+, Children: 3,206+
45 CPR Classes: 904 Attending (+118%)
13 Wildfire Awareness Classes (new program)
- **Volunteers:**
Responding Volunteers: 31 (+6)
Special Services Volunteers: 9 (+/-0)
Total Responses: 501 (-20%)
Extended Standby Hours: 1,261 (-46%)
Candidate Hours: 465 (-265%)
- **Fire Marshal Office:**
Plans Reviewed: 352 (-28%, 4 year low)
Construction Inspections: 457 (+26%, 4 year high)
Annual Business Inspections: 549 (-45%)*
*Due to temporary reassignment of FF/Inspector
- **Financials:**
Revenue \$11,765,432
Expenses \$10,844,929
Net +\$ 920,503

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BAINBRIDGE ISLAND FIRE DEPARTMENT

MID-YEAR 2020 STATISTICS DASHBOARD

- **Total Calls:**
1,368 (-16.3%) 5 year low
Call Types: EMS = 71%, Fire & Other Non-EMS = 29%
- **Station Distribution of Calls:**
21: 62%, 22: 20%, 23: 18%
- **Transport by Type:**
BLS: 66%, ALS: 34% (Normally: 70/30)
- **Transport Destination:**
Kitsap: 76%, Seattle: 24% (Normally: 71/29)
- **Average Transports per Day:**
3.0 (-19.2% or 0.71 transports/day)
- **Concurrent Calls:**
54.98% (-3.71%)

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BAINBRIDGE ISLAND FIRE DEPARTMENT

MID-YEAR STATISTICS DASHBOARD

- **Community Risk Reduction:**
Total Events: 48
Contacting: Adults; 350, Children; 429
13 CPR Classes: 285 Attending
- **Volunteers:**
Responding Volunteers: 27
Special Services Volunteers: 9
Total Responses: 357
Extended Standby Hours: 969
Candidate Hours: 264
- **Fire Marshal Office:**
Plans Reviewed: 145
Construction Inspections: 158
Annual Business Inspections: 180
- **Financials:**

	2020 Budget	6/30/2020 Actuals	
Revenue:	\$ 12,129,528	\$ 6,730,379	55%
Expenses:	\$ (9,975,775)	\$ (4,886,395)	49%
Transfers:	\$ (1,100,000)	\$ (700,000)	64%
NET:	\$ 1,053,754	\$ 1,144,184	

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