

# **BAINBRIDGE ISLAND FIRE DEPARTMENT**

## **BOARD OF COMMISSIONERS**

### Meeting Minutes

August 19, 2020

The August 19, 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, YongSuk Cho and Scott Isenman; Fire Chief Hank Teran; Deputy Chief Jared Moravec; Volunteer Program Coordinator Jay Rosenberg; and Finance Manager Ed Kaufman.

### AGENDA ADDITIONS & DELETIONS

None

### OATH OF OFFICE

Board Secretary, Chief Hank Teran administered the Oath of Office to Commissioner Jack Metz who was appointed to Fire Commissioner Position 3 on August 5, 2020.

### FIRE CHIEF’S REPORT

- COVID-19 Update: Chief Teran provided an update on COVID-19 including the following:
  - To date, there has been 930 positive cases in Kitsap County, seven deaths, and 25 confirmed cases on Bainbridge Island.
  - COBI has hired a new safety officer to assist with its COVID-19 response.
  - Discussions with the Kitsap Public Health District continue regarding the release of COVID-19 information to first responders.
- Fire Station 22 update: Chief Teran noted that warranty work was being completed at Station 22 by the contractor. Final inspection of the warranty work will be conducted when the work is finished.
- New EVT: Chief Teran introduced Anthony Ficarra as BIFD’s new Emergency Vehicle Technician. Ficarra joins BIFD from SKF&R and will replace Thom Ritter who is retiring. Ficarra’s first day with BIFD was August 3<sup>rd</sup>.
- New Engine update: DC Moravec provided an update on the new engine build. BIFD anticipates taking possession of the new engine by early 2021.
- Volunteer Recruitment: VPC Rosenberg briefed the Board on the current volunteer recruitment cycle. There are 19 applicants in the process, eight of whom are EMT’s already. Eleven applicants live in Kitsap County and four live on Bainbridge.
- Volunteer Firefighter Academy: VPC Rosenberg also briefed the Board on the upcoming Volunteer Firefighter Academy, set to begin in September. Twelve volunteers will be participating in the in-house academy, the largest academy BIFD has hosted. Academy graduation is scheduled for December 13, 2020.



- Volunteer Firefighters Holiday Event cancellation: Chief Teran announced that the annual holiday dinner will be cancelled this year as a result of the ongoing pandemic. A virtual awards ceremony, honoring Members of the Year, will be scheduled in its place.
- KCFCA meetings: Commissioner Isenman discussed Board representation on the Kitsap County Fire Commissioner Association Executive Board. Commissioner Metz expressed interest in representing BIFD on that committee. Commissioner Isenman will introduce Commissioner Metz to the committee during its August 20 meeting.

#### *Emerging Issues:*

- BIFD Radio Tower maintenance: Chief Teran informed the Board of tree work being completed at the Mandus Olson Radio Tower. Kitsap 911 recommended the work to reduce the risk of lightning strikes. Chief Teran is investigating how frequently the tower must be inspected and noted Kitsap 911's interest in acquiring the tower from the Department.
- ATT/FirstNet Cell Coverage: ATT/FirstNet has identified two potential locations for additional cellular equipment on the south end of Bainbridge Island. Final decision and public announcement of the locations should occur in the coming months.
- Training Consortium update: Chief Teran briefed the Board on the ongoing discussion among Kitsap County Fire Districts about having a countywide training consortium. BIFD has not yet joined the consortium but is evaluating the opportunity to see how it would benefit with the Department's training program.

#### GOOD OF THE ORDER

Commissioner Metz thanked the Commissioners for appointing him to the Board.

Commissioner Isenman asked about a recent outage with PulsePoint.

Commissioner Isenman also provided an update to his participation on the WA State DOH Pre-Hospital Technical Committee.

DC Moravec provided a deployment update. Currently, Brush 21 along with FF/PM David Bailey and FF/EMT Eddie Baronia are deployed to the Chief Timothy fire in the Snake River Canyon area. In addition, Lieutenant Jason Livdahl is deployed as a Type 4 Incident Commander at a fire in the Olympic National Park.

#### CONSENT AGENDA

(Vouchers totaling \$49,165.76, Meeting Minutes 8/5/2020.) Commissioner Isenman moved to approve the Consent Agenda as presented. Commissioner Carey seconded the motion and the motion passed.

#### BUSINESS AGENDA

##### 1. 2020 Work Plan update

Chief Teran provided an update on the 2020 Work Plan. The focus of the update was a re-evaluation of the tasks to complete as a result of the impact of COVID-19 on staff in 2020. Chief Teran recommended the following 2020 Work Plan updates:

- COVID-19 (added/ongoing)
- Collective Bargaining Agreement Negotiations (2)
- Succession Plan
- Information Technology Strategic Plan
- Policies & Procedures Plan
- Training Facilities Master Plan (paused until 2021) Training Consortium Evaluation (added)
- Fire Code Adoption (paused until 2021)
- Community Wildfire Protection Plan Update (paused until 2021)

Commissioner Isenman moved to approve the updated 2020 Work Plan as presented. Commissioner Cho seconded the motion and the motion passed unanimously.

#### ADJOURNMENT

The meeting was adjourned at 8:15 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

September 2, 2020