

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes December 16, 2020

The December 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 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

Commissioner von Ibsch suggested moving the Public Comment section to the beginning of the meeting to accommodate members of the public prior to the executive session. There were no public comments.

EXECUTIVE SESSION

At 6:32 PM, Commissioner von Ibsch called for an Executive Session to last for 20 minutes. The Executive Session was called for collective bargaining planning per RCW 42.30.140(4)(b) and to review the performance of a public employee per RCW 42.30.110(1)(g).

At 6:52 PM the Executive Session was extended for 5 minutes. The open public meeting resumed at 6:58 PM.

FIRE CHIEF'S REPORT

- COVID-19 Update: Chief Teran provided an update on COVID-19 including the following:
 - The Pfizer vaccine has been shipped to Washington. WA DOH expects 60,000 doses initially and 200,000 by the end of December.
 - Certified EMS first responders are in the top tier to receive the vaccine.
 - Staff has been working with the Local to work through any vaccination issues.
 - Kitsap County will set the vaccine distribution procedures.
- Fire Code update: DC Moravec briefed the Board on the recent fire code update developments. Staff is working closely with COBI staff to bring all new building codes into the fire code. BIFD staff is also working with COBI on wildfire mitigation policies on private property to allow for creation of defensible space of 30' around a home.
- On January 14th, Chief Teran participated in the selection process for a new City Manager. There were three final applicants who took part in the interview process. A final selection is expected in January.

- St. Michael's relocation to Silverdale: Chief Teran noted that the move of St. Michael's hospital to the new location in Silverdale was completed on December 12th. The emergency room at the previous, Bremerton location is no longer in service.
- Volunteer Firefighter Academy Graduation: Chief Teran provided a recap of the virtual FF Academy graduation, held on December 13th. Eleven new recruit volunteer firefighters successfully completed the academy. Class awards were presented to the following: Sean Tully, First Due Engine Award; Jenine Adam, Truck Company Award; and, Carlos Salazar, Bull Dog Award.

Emerging Issues:

- Training Consortium: DC Moravec provided an update on the ongoing evaluation of a Kitsap County Training Consortium. A presentation on the concept is expected to be provided to Commissioners in the first half of 2021.
- Handle with Care program with Bainbridge Island School District: Chief Teran introduced the Handle with Care program which is designed to identify and assist children who have suffered through a traumatic experience. BIFD will be working with the Bainbridge Island School District and the Police Department to evaluate the potential for this program on Bainbridge.

GOOD OF THE ORDER

Commissioner Carey commented on the arrival of the Holiday Truck in his neighborhood and the positive family experience that ensued.

Commissioner Carey also recounted a recent "911" call he placed for a water rescue and the subsequent professional response that BIFD provided.

PUBLIC COMMENT

None

CONSENT AGENDA

(Vouchers totaling \$86,322.09, Meeting Minutes 12/2/2020.) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Isenman seconded the motion and the motion passed.

BUSINESS AGENDA

1. Resolution #10-2020: Ratify Collective Bargaining Agreement with IAFF Local 4034 Non-Suppression Members:

Chief Teran requested approval of Resolution #10-2020, ratification of the collective bargaining agreement with the non-suppression group. This contract will run for three years, expiring on December 31, 2023. Commissioner Carey moved to approve Resolution #10-2020, ratifying the CBA with the non-suppression group. Commissioner Isenman seconded the motion and the motion passed unanimously.

2. Succession Plan:

Chief Teran presented and requested approval of the Bainbridge Island Fire Department Succession Plan 2021. The Succession Plan provides a roadmap for those members of the Department who are looking for promotion pathways as their

career continues. It is designed to supplement the existing job descriptions and describes the planning process for promotion for the following positions:

- a. Fire Chief
- b. Deputy Chief
- c. Battalion Chief
- d. Lieutenant
- e. Firefighter/Paramedic
- f. Finance Manager

Completion of the Succession Plan was identified as a 2020 Work Plan item. The Commissioners suggested several formatting edits along with the inclusion of an explanation of the Department's Core Values. Commissioner Isenman moved to approve the BIFD Succession Plan with suggested formatting edits. Commissioner Metz seconded the motion and the motion passed unanimously.

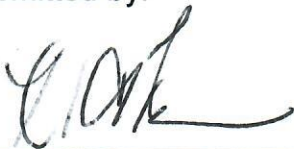
3. Resolution #11-2020: Year-End Budget Adjustment:

Chief Teran requested approval of Resolution #11-2020: Year-End Budget Adjustment. The year-end adjustment is only for the Capital Fund (#90841), and is necessary to properly account for the purchase of and subsequent payment from Kitsap County for two ventilators. The adjustment increases the Capital budget by \$54,800 for 2020. Commissioner Isenman moved to approve Resolution #11-2020 as presented. Commissioner Carey seconded the motion and the motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 7:53 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

January 6, 2021