

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

November 4, 2020

The November 4, 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, YongSuk Cho, Scott Isenman, and Jack Metz; Fire Chief Hank Teran; Deputy Chief Jared Moravec; and Finance Manager Ed Kaufman.

AGENDA ADDITIONS & DELETIONS

None

PUBLIC HEARING

At 6:30 Commissioner von Ibsch opened a Public Hearing per RCW 84.55.120 to take public comment on revenue sources for the District’s 2021 expense budget. No comments were offered from the public. The Public Hearing remained open until 7:01 PM.

FIRE CHIEF’S REPORT

- Health and Wellness information: Lt. Kyle Moerke, the Department’s Health & Wellness lead, provided an overview of the Department’s programs designed to assist members with stress management during this pandemic and the holiday season.
- Audit update: Finance Manager Ed Kaufman provided an update on the 2019 audit, currently being conducted by the Washington State Auditor’s Office.
- COVID-19 Update: Chief Teran provided an update on COVID-19 including the following:
 - To date, there have been 115,655 positive cases and 2,510 deaths in the State of Washington, 1,636 positive cases and 22 deaths in Kitsap County, and 71 confirmed cases on Bainbridge Island.
 - The Chief indicated that the fall surge appears to be on in Washington and reiterated concerns healthcare professionals are having as the population moves indoors for the winter months.
- CBA update: Chief Teran noted that the Non-Suppression CBA will be on the November 18 BOC agenda for discussion.
- Fire code update: DC Moravec provided an update on discussions with COBI regarding adoption of the fire code.
- State-wide 911 outage: Chief Teran briefed the Board on the state-wide 911 outage on October 22. The outage lasted for less than an hour and appears to have been a computer failure. There were no missed calls by BIFD during that time period.

- KCFCA meeting summary: Chief Teran provided a summary of the October 27 KCFCA meeting which included announcements of the cancellation of the annual holiday banquet and the legislative days in January, 2021.
- Surplus Utility Trailer: Chief Teran briefed the Board on the transfer of the Department's utility trailer to the Department's partner agency Bainbridge Prepares. The trailer is surplus to the needs of the Department and Bainbridge Prepares has a need to move resources around the island during an emergency. Loren Bast, Executive Director of Bainbridge Prepares thanked the Fire Department for the trailer.

Emerging Issues:

- Training Consortium update: DC Moravec provided an update on the continued county-wide discussions regarding the creation of a training consortium. A task force has been established with representatives of all six county fire districts. A recommendation of the training consortium is expected in 2021.
- Holiday Truck deployment: Chief Teran announced that the BIFD Holiday Truck would be making its rounds in December this year with appropriate COVID-19 precautions in place.

CITIZEN COMMENTS OR DISCUSSION

None

GOOD OF THE ORDER

None

CONSENT AGENDA

(Vouchers totaling \$647,012.85, October Payroll, Meeting Minutes 10/21/2020.)
Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Cho seconded the motion and the motion passed.

BUSINESS AGENDA

Finance Manager Kaufman presented the following Resolutions regarding the 2021 Budget for consideration:

1. Resolution #04-2020: 2021 Property Tax Revenue – General Fire Levy
2. Resolution #05-2020: 2021 Property Tax Substantial Need
3. Resolution #06-2020: 2021 Property Tax Revenue – EMS Levy
4. Resolution #07-2020: 2021 Budget

Resolution #04-2020 authorized the increase of the General Fire Levy by 1.9%; Resolution #05-2020 established a substantial need for the EMS Levy; Resolution #06-2020 authorized the increase of the EMS Levy by 1.0%; and, Resolution #07-2020 presented the 2021 Budget. Commissioner Cho moved to approve all four Resolutions as presented. Commissioner Isenman seconded the motion and the motion passed unanimously.

5. Resolution #08-2020: Exempting the Purchase of Zoll Z Vent Ventilators From Competitive Bidding Pursuant to RCW 39.04.280

Chief Teran requested approval of Resolution #08-2020 for the purchase of two (2) ventilators for the Department. The ventilators will be reimbursed by CARES Act funds

received by Kitsap County. All fire districts in the County are participating in this program to assist with interoperability of equipment. The ventilators will be deployed on the medic unit and are designed to significantly reduce the risk of exposure and infection while lifesaving measures are being performed on patients. Commissioner Carey moved to approve Resolution #08-2020 as presented. Commissioner Metz seconded the motion and the motion passed unanimously.

6. Shared Staffing Interlocal Agreement

Chief Teran requested approval to enter into an Interlocal Agreement with North Kitsap Fire & Rescue and Poulsbo Fire Department that would allow for the supplemental short-term staffing in the event that BIFD is unable to meet minimum staffing requirements due to the current COVID-19 pandemic. The agreement is voluntary and will not result in mandatory staffing at reciprocal fire districts. Commissioner Carey moved to authorize Chief Teran to enter into the Interlocal Agreement as presented. Commissioner Metz seconded the motion and the motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 7:49 PM.

Submitted by:



[Hank Teran \(May 13, 2021 10:07 PDT\)](#)

Henry A. Teran, Board Secretary

Approved

November 18, 2020