

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

March 3, 2021

The March 3, 2021 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 Scott Isenman called the meeting to order at 6:30 PM. Present (remotely) were Commissioners Tim Carey, Jack Metz and Fritz von Ibsch; Fire Chief Hank Teran; Deputy Chief Jared Moravec, Volunteer Program Coordinator Jay Rosenberg; and Finance Administrator Hilary Hall. Commissioner Yongsuk Cho was excused.

AGENDA ADDITIONS & DELETIONS

None.

FIRE CHIEF'S REPORT

- COVID-19 vaccination update: Deputy Chief Moravec briefed the Board on recent COVID-19 developments including: vaccine distribution expansion this coming weekend to include a high throughput clinic at Woodward Middle School; VPC Rosenberg has been added to the team assisting with vaccination appointment logistics; and, the unified command team continues to lead within the county in vaccination rates of eligible adults. Chief Teran proposed to have the Deputy Chief communicate directly to the Board future COVID-19 updates and the Commissioners agreed. Chief Teran also reported that L&I is meeting with the State Fire Chief's Association to continue discussing mask procedures in the work place.

Chief Teran also noted that the Local and management are finalizing an MOU for the Administrative Battalion Chief position. Labor is supportive of this position and the Department intends to move forward with filling it shortly.

- Megacode drill summary: The 17th annual Megacode was held on February 27th. Deputy Chief Moravec reported that it was a success with 76 participants, COVID-19 precautions and a new venue.
- KCFCA meeting: February 23rd Chief Teran attended the KCFCA meeting. The speaker was Dr. Morrow from Kitsap Public Health District who gave a presentation on COVID-19 vaccination efforts.
- PSE meeting: Chief Teran attended a meeting with PSE engineers to discuss possible changes to transmission lines near Station 21. PSE is exploring options and Chief Teran was reassured that they will keep the Fire Department involved and informed.
- Fireworks update: Chief Teran met with BI Parks and BI Police to discuss roles, public education and enforcement of the fireworks ban. The next meeting is scheduled in April.

Emerging Issues:

- Move-up module: Chief Teran described an interest of the County Operations Chiefs to look into Kitsap 911 purchasing a move-up module. The module would automatically dispatch neighboring districts when a major incident triggers the need for backfill coverage.
- Kitsap 911 presentation to BIFD: Chief Teran has asked Richard Kirton from Kitsap 911 to attend a future Commissioner meeting. Kirton has agreed and Chief Teran requested the Commissioners to email him any questions that they have for Kirton by March 10th. Chief Teran will then forward the questions and a date will be selected for the presentation.
- Tri-North meeting: Chief Teran reported that Poulsbo Fire has requested a Tri-North meeting. An invitation will be sent out for March 29th and items for discussion will be the proposed training consortium and the shared facility maintenance agreement.

PUBLIC COMMENT

None

GOOD OF THE ORDER

Commissioner Isenman reminded the Commissioners that their Disclosure filing is due April 15.

Commissioner Isenman and Carey requested that a future discussion on Commissioner rules is needed.

CONSENT AGENDA

(Vouchers totaling \$603,132.80, Payroll \$574,500.78, Meeting Minutes 2/17/2021, 2/24/2021) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner von Ibsch seconded the motion and the motion passed.

BUSINESS AGENDA

1. ILA Cooperative Purchasing Agreement

Chief Teran presented an Interlocal Agreement (ILA) with Marysville Fire District. The ILA will allow the Department to enter into contract to purchase an aid unit using the competitive bid process that Marysville conducted previously. Chief Teran shared that the quote for the aid unit is over budget and the Volunteer Firefighters Association will be donating funds to cover the overage. The Board expressed their gratitude to the Volunteer Firefighters Association. Commissioner Carey moved to approve Chief Teran to enter into the ILA. Commissioner Metz seconded the motion and it passed.

2. P&P #152: Electronic Signature Policy

Chief Teran introduced a new P&P 152: Electronic Signature. He explained that the policy was provided by Snure Law and will promote efficiencies for the Department. The Commissioners support the policy and it will be presented for approval in the consent agenda at the next meeting.

3. Kitsap County Training Consortium

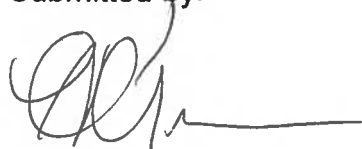
Deputy Chief Moravec introduced the Kitsap County Training Consortium proposal. See presentation attached. DC Moravec explained that the proposal does not have a financial impact until 2022. Discussion was held about standardized training requirements, facility

use, and the source of the model used. The ILA will be forwarded to the Commissioners for review with discussion and action scheduled for the next meeting.

ADJOURNMENT

The meeting was adjourned at 8:23 PM.

Submitted by:

A handwritten signature in black ink, appearing to read 'HT', with a long horizontal line extending to the right.

Henry A. Teran, Board Secretary

Approved

March 17, 2021