

# **BAINBRIDGE ISLAND FIRE DEPARTMENT**

## **BOARD OF COMMISSIONERS**

### Meeting Minutes

February 3, 2021

The February 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, YongSuk Cho, Jack Metz and Fritz von Ibsch; Fire Chief Hank Teran; Deputy Chief Jared Moravec; Volunteer Program Coordinator Jay Rosenberg; and Finance Manager Ed Kaufman.

### AGENDA ADDITIONS & DELETIONS

None.

### FIRE CHIEF'S REPORT

- IT update: FM Kaufman briefed the Board on IT activity initiated as a result of the implementation of the Department IT Plan including discussions with the current IT support provider for its IT Plan implementation role, alerter system install completion and the potential for purchase of new servers.
- MSO negotiations: Chief Teran noted that negotiations with the Local are ongoing regarding the creation of a new Medical Services Officer (MSO) position.
- Kitsap County Fire Chiefs Admin/Finance Division: Chief Teran informed the Board that the KC Fire Chiefs have convened an admin group among County fire districts. The group will meet monthly and will be chaired by FM Kaufman for 2021-2022.
- KCFCA meeting summary: Chief Teran provided a summary of the January 26 KCFCA meeting. The guest speaker was KC Auditor Paul Andrews who discussed how elections are conducted and paid for in Kitsap County.
- WFC meeting summary: Chief Teran provided a summary of the recent Washington Fire Chief's meeting. Discussion focused on COVID-19 and the current vaccination effort. In addition, the WFC has convened a diversity committee that Chief Teran will be a member of.
- COVID-19 update: DC Moravec provided a summary of COVID-19 response activities on Bainbridge including a summary of vaccination efforts and the desire by Unified Command for the Bainbridge vaccination effort to be classified as a Mass Vaccination Site.
- Firefighter test summary: DC Moravec also provided a summary of the recent FF testing process which included 45 applications, 35 participants in the written exam, 20 participants in the practical exam, and 12 Chief interviews, culminating in four (4) conditional job offers being extended. This 2021 Work Plan item is complete.
- P&P #214: Leaves: FM Kaufman briefed the Board on the updating of P&P #214: Leaves. This P&P has been updated to reflect current language in the

Department's CBAs, Non-Represented Employee Handbook and current Department practice.

- P&P #260: Non-Department Riders: FM Kaufman also briefed the Board on the updating of P&P #260: Non-Department Riders. This P&P was updated to reflect current department practice and current risk management recommendations.

***Emerging Issues:***

- Kitsap 911 radio system: Chief Teran briefed the Board that Kitsap 911 is considering non-voted bonds to pay for radio system upgrades throughout the County's 911 system. The Fire Chiefs do not support this position. BIFD Commissioners expressed interest in having greater participation in the Kitsap 911 governing process.
- Public records request: Chief Teran noted a public records request received by the Department of Retirement Systems (DRS) from the Seattle Times. The Times has requested information on all DRS participants from July 1, 2019 to June 30, 2020. BIFD staff have been notified of this records request.
- Parks District ILA: In discussion with Terry Lande, Executive Director of the Bainbridge Metro Park & Recreation District, Chief Teran has suggested entering into an ILA to codify expense liability should the Department have to bring in outside assistance to fight fires on Parks land. Lande is in favor of an ILA. Chief Teran will bring a completed ILA to the Board at a future meeting for approval.

**GOOD OF THE ORDER**

Chief Teran noted a posting on Next Door Bainbridge that was very complimentary of BIFD efforts to assist a family with their malfunctioning smoke detectors.

Commissioner Cho took time to summarize for the Board his opinion regarding his role as Fire Commissioner. Commissioner Cho identified a number of items of concern. The Board noted Commissioner Cho's comments and will take the topic up at the next Board meeting.

**PUBLIC COMMENT**

None

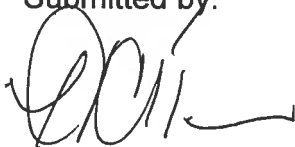
**CONSENT AGENDA**

(Vouchers totaling \$767,607.36, January Payroll, Meeting Minutes 1/20/2021, P&P #110: Mission Statement & Core Values, P&P #522: Tuition Reimbursement) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Metz seconded the motion and the motion passed.

**ADJOURNMENT**

The meeting was adjourned at 8:07 PM.

Submitted by:



A handwritten signature in black ink, appearing to be 'D. Teran', is written over a horizontal line.

Henry A. Teran, Board Secretary  
Approved  
February 17, 2021