

# BAINBRIDGE ISLAND FIRE DEPARTMENT

## BOARD OF COMMISSIONERS

### Meeting Minutes

March 17, 2021

The March 17, 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

Chief Teran added one item to the Fire Chief’s Report.

### FIRE CHIEF’S REPORT

- Sunrise Drive incident: DC Moravec briefed the Board on the Sunrise Drive vehicular incident that occurred on March 16. Crews responded to a single car accident at 9:00 PM on March 16 and were assisted by crews from Poulsbo Fire Department and North Kitsap Fire & Rescue.
- COVID-19 Vaccine update: DC Moravec provided an update to the vaccination effort on the island. The vaccination clinic has moved from Woodward to Commodore High School to allow for the use of indoor facilities. 1,167 doses of the vaccine were administered at the clinic as well as an additional 400 doses at the Senior Center. It is anticipated that an additional 1,100 doses will be administered during the coming weekend with that number increasing as doses become available.
- Tri-North meeting confirmation: Chief Teran reminded the Board of the upcoming virtual Tri-North Commissioner meeting at 7:00 PM, March 29.
- Firefighter hiring update: Chief Teran introduced the four new firefighter hires to the Board. They are Alex Leonard, Sean Tully, Annika Thornburg and Matt Williams. All four have completed their pre-hire background check. Their first day with the Department will be March 29, 2021.
- Fire Chief/Volunteer meeting: Chief Teran will hold a meeting with the volunteers on March 18<sup>th</sup>. He will provide Department updates as well as reiterate the importance of volunteer participation for the Department.
- Meeting date for Kitsap 911 presentation: Chief Teran discussed calling a special meeting for the Board to have the opportunity to meet with Richard Kirton, Executive Director of Kitsap 911 to discuss specific questions Board members have about Kitsap 911’s operations and capital equipment. Commissioner von Ibsch has submitted a list of questions that he would like Kirton to address. Staff will coordinate the scheduling of the meeting with Kirton.

### ***Emerging Issues:***

- Promotional ceremony in June: Staff is looking at ways to have an in-person promotional ceremony in June to acknowledge several promotions that have occurred during the last year. In-person ceremonies have been deferred during the pandemic.
- Annual member recognition: Chief Teran is considering moving the annual member recognition from the Annual Holiday Dinner to a dedicated recognition event that would allow for families of those being recognized to participate. This change would likely occur in 2022.

### PUBLIC COMMENT

None

### GOOD OF THE ORDER

Commissioner Carey noted that he will not be able to attend the April 7 or August 18 meetings. Commissioner Isenman will not be available for the April 21<sup>st</sup> meeting. As a result of these absences, the 2020 annual reports will be deferred until May.

### CONSENT AGENDA

(Vouchers totaling \$64,274.09, Meeting Minutes 3/3/21, P&P #152: Electronic Signature Policy) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Cho seconded the motion and the motion passed.

### BUSINESS AGENDA

#### 1. KC Training Consortium ILA

Chief Teran requested approval to enter into an Interlocal agreement (ILA) with the other fire districts in Kitsap County, creating a shared training consortium. DC Moravec presented the concept to the Board at the March 3 meeting. Commissioner Isenman had several questions about specific clauses in the ILA. Further clarification of the termination language in paragraph 12.1 was requested. The Board was comfortable with the termination clause as long as there wasn't a one-year buyout provision. Commissioner Carey moved to approve the ILA and authorize Chief Teran to enter into the agreement, pending clarification of paragraph 12.1. Commissioner Metz seconded the motion and the motion passed unanimously.

Subsequent to this meeting, language in the ILA, paragraph 12.1, was amended to say that as long as notice to withdraw from the ILA was provided by August 31 of the current year, a District could withdraw from the consortium as of December 31 of that year without having to pay dues for the following year. The new language was confirmed by the Department's legal counsel.

#### 2. P&P #122: Board Rules of Procedure

The Board had requested that staff bring forward a document for discussion, governing Board rules and Commissioner behavior. Staff presented P&P #122: Board Rules of Procedure that had been in place until February 13, 2014 when it was suspended by the BOC at that time. The Commissioners discussed the need for re-instituting P&P #122. After an extended discussion, the Board decided that Commissioner and Board rules are denoted in the RCW and Commissioner Handbook and therefore, P&P #122 was not necessary. No action was taken on this item

### ADJOURNMENT

The meeting was adjourned at 8:48 PM.

Submitted by:



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Hank Teran (Apr 15, 2021 12:24 PDT)

Henry A. Teran, Board Secretary

Approved

April 7, 2021