

# BAINBRIDGE ISLAND FIRE DEPARTMENT

## BOARD OF COMMISSIONERS

### Meeting Minutes

October 13, 2022

Chair Jay Rosenberg called the Board of Commissioners meeting to order at 4:30 PM. Present were Commissioners Tim Carey, Andrea Chymiy, Scott Isenman, and Fritz von Ibsch; Fire Chief Hank Teran; Deputy Chief Jared Moravec and Finance Manager Ed Kaufman.

### AGENDA ADDITIONS & DELETIONS

None

### PUBLIC COMMENT

None

### FIRE CHIEF'S REPORT

- Hiring update: DC Moravec reported that the Department had conducted a testing process for entry level Firefighter/EMT applicants and issued three conditional offer letters to successful candidates. Anticipated start date is approximately December 1, 2022.
- St. Michaels update: Chief Teran briefed the Board on the ongoing delays at St. Michaels Emergency Room and the recent issues with the hospital's computer system. The EMS council will discuss issuing a formal complaint to the Department of Health regarding the situation at St. Michaels.
- Paramedic Gibson Promotion Ceremony: The Department conducted a promotion ceremony for FF/Paramedic Peter Gibson on October 7<sup>th</sup>.
- Pancake Breakfast reminder: Chief Teran reminded the Board of the upcoming Pancake Breakfast on October 15<sup>th</sup>. Fire truck rides will not be offered to the public.
- Rotary 75<sup>th</sup> Anniversary Event: Chief Teran briefed the Board on the recent 75<sup>th</sup> Anniversary event for the Bainbridge Island Rotary Club.

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

- JMG presentation October 20<sup>th</sup>: Chief Teran noted the upcoming presentation regarding the Joint Management Group (JMG), to be held at the KCFCA meeting on October 20<sup>th</sup>.

### GOOD OF THE ORDER

Finance Manager Kaufman reminded the Board of the upcoming budget conferences.

Commissioner Isenman noted the recent memorial service for former Fire Commissioner Michael Adams.

Commissioner Rosenberg noted that the next KCFCA meeting will be on October 20<sup>th</sup>.

## CONSENT AGENDA

(Voucher numbers 34281 through 34344 totaling \$147,732.17, electronic payments for 9/29/22 through 9/30/22 totaling \$675,658.12, September payroll totaling \$707,663.40, Meeting Minutes 9/22/22) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Chymiy seconded the motion and the motion passed unanimously.

## BUSINESS AGENDA

### 1. Recruit Volunteer Acceptance

Chief Teran requested conditional approval of three (3) new recruit volunteer firefighters.

Benjamin W McCarty  
Corey Runberg  
Joon Song

Commissioner von Ibsch moved to conditionally approve the three new recruit volunteers as presented. Commissioner Isenman seconded the motion and the motion passed unanimously.

### 2. Administrative Plan Update

As a follow-up to the September 26<sup>th</sup> Administrative Plan Workshop, staff provided an update on options for addressing the human resource expertise needs within the Department. After discussion, the Board agreed that limited financial resources will be committed to human resource staffing at this time with the possibility of a budget adjustment in 2023 if a permanent solution is agreed to. Additional discussion of this topic will be conducted at a future Board meeting. Staff will produce a hard copy Administrative Plan in 2023 as part of the 2023 Work Plan.

### 3. Community Wildfire Protection Plan (CWPP):

Chief Teran requested approval of the Community Wildfire Plan. The Plan was updated for ease of use by the public after suggestions from the Board in August. The Plan represents a yearlong project by staff to update the original plan developed in 2010 and is an item on the 2022 Work Plan. Commissioner Carey moved to approve the CWPP as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

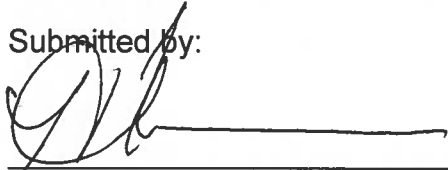
## EXECUTIVE SESSION

At 5:40 Commissioner Rosenberg called for an Executive Session to last 30 minutes. The Executive Session was called to review the performance of a public employee per RCW 42.30.110(1)(g). At 6:10 PM, the Executive Session was extended by 30 minutes.

ADJOURNMENT

The meeting was adjourned at 6:40 PM.

Submitted by:

A handwritten signature in black ink, appearing to be 'HT', is written over a horizontal line. The signature is cursive and somewhat stylized.

Henry A. Teran, Board Secretary

Approved

October 27, 2022