

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

May 12, 2022

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

AGENDA ADDITIONS & DELETIONS

None

PUBLIC COMMENT

None

FIRE CHIEF'S REPORT

- Wildfire Awareness Day update: DC Moravec briefed the Board on the Wildfire Awareness Day activities that took place on May 7th, 2022. Efforts focused on creation of defensible spaces around structures and the removal and disposal of vegetation.
- Medic One Paramedic Training update: Chief Teran informed the Board that BIFD was not able to secure a spot in the upcoming paramedic training class with Medic One due to a high number of requests from King County.
- Lateral Paramedic hire update: Chief Teran informed the Board that the Department has received a signed conditional offer letter of employment from a lateral paramedic applicant. The background investigation for that applicant has begun.
- Station alerting system update: Chief Teran briefed the Board on recent issues with the Purvis Alerting System throughout the County. This topic will be added to the Strategic Advisory Board (SAB) agenda for its next meeting.
- 80th Anniversary update: Chief Teran reminded Commissioners of the upcoming 80th Anniversary photo session, scheduled for just prior to the June 9th BOC meeting. Also, Chief Teran noted the upcoming 80th Anniversary community barbeque on July 23rd at Battle Point Park.
- Volunteer FF/Fire Chief meeting: Chief Teran noted his upcoming meeting with the Volunteers on May 19th. Department participation will be the primary focus.

Emerging Issues

- Kitsap County Fire District Central Supply concept: Chief Teran discussed the concept of a central supply operation for all Kitsap County Fire Districts. SKF&R and CKF&R are currently conducting a pilot program to see if efficiencies can be gained by this concept and if supply chain issues could be alleviated.
- American Legion 80th Anniversary: Chief Teran noted the 80th Anniversary of the American Legion on Bainbridge will be celebrated on May 30th at 11:00 AM.

GOOD OF THE ORDER

Commissioner Isenman thanked Commissioner von Ibsch for serving as acting Chair and reminded the Board that a new Chair will need to be chosen in June.

Chief Teran noted that due to scheduling conflicts, the May 26th BOC meeting will be cancelled.

Chief Teran noted that a promotion ceremony for three Lieutenant Paramedics, David Bailey, Chris Lusk, and Carol Mezen, will be held at 5:00 PM on May 17th.

Chief Teran also noted the resignation of FF/EMT Ron Christner effective May 21st.

Finance Manager Kaufman noted that the emergency proclamation regarding open public meetings during the pandemic will expire on June 1st.

CONSENT AGENDA

(Vouchers totaling \$811,500.04, April Payroll, Meeting Minutes 4/28/22) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Chymiy seconded the motion and the motion passed unanimously.

BUSINESS AGENDA

1. Fire Prevention Technician Job Description

Chief Teran requested approval of the updated Fire Prevention Technician (FPT) job description. This is a civilian, represented position designed to meet the fire inspection requirements of the Department. The FPT will report to the Fire Marshal. Commissioner Chymiy moved to approve the Fire Prevention Technician job description as presented. Commissioner Carey seconded the motion and the motion passed unanimously.

2. Fire Marshal Job Description

Chief Teran requested approval of the new Fire Marshal job description. This position would replace the Deputy Fire Marshal position and relieve the Fire Marshal duties from the Deputy Chief. The Fire Marshal will report directly to the Fire Chief and will oversee the activities of the Fire Marshal Office. Commissioner Isenman moved to approve the Fire Marshal job description as presented. Commissioner Rosenberg seconded the motion and the motion passed unanimously.

3. MOU 2021-2023 – S09: FMO Transition

Chief Teran requested approval of MOU 2021-2023 – S09: FMO Transition. This MOU formalizes the agreement between Local 4034 and Management regarding the above referenced job descriptions, reporting relationships and salaries for each position. Commissioner Carey moved to approve the MOU as presented. Commissioner Chymiy seconded the motion and the motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 5:07 PM.

Submitted by:

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

Henry A. Teran, Board Secretary

Approved

June 9, 2022