

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

June 22, 2023

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

AGENDA ADDITIONS & DELETIONS

Chief Moravec added Business Agenda item #4: Type 3 Engine Change Order.

PUBLIC COMMENT

None

FIRE CHIEF'S REPORT

- OCH Grant Update: Chief Moravec informed the Board that the Olympic Community of Health (OCH) grant had been awarded to CKFR for \$135,000. The grant allows for the hiring of a substance use disorder specialist for the County's CARES Team. Chief Moravec thanked the Board for its support as a co-sponsor for the grant.
- BIPD Boat ILA: Chief Moravec noted that discussions between the City and BIFD had resumed on an ILA outlining joint operations of the BIPD's boat for marine responses. Commissioners requested cost information on the boat prior to approving the ILA. Chief Moravec will provide additional information on the boat's operations at the next BOC meeting and has asked the Commissioners to provide input on the current draft ILA before July 13. Further discussions will be included in the July 13th BOC agenda.
- Style/Branding Guide Update: Chief Moravec asked the Board to clarify the intent of the style/branding guide project. Prior to moving forward with the current branding consultant, Chief Moravec wants to have clear direction from the Board on staff's role and decision-making authority. The Board acknowledged that changing the department "shield" was not the intent of this project. The primary intent was to bring consistency to the Department's internal and external communications and to create a style guide for future communications, which may require alternations to the existing shield or a different design depending on the applications/size. Staff has direction and authority to complete the project as stated above with periodic updates provided to the Board as well as final acceptance by the Board. The Board also reiterated authority of the Chief to manage any consultant being used for the project. Chief Moravec appreciated the open discussion with the Board on this topic and believes he has appropriate direction to move the project forward.

Emerging Issues:

- **WSF September Closures:** Chief Moravec noted the upcoming ferry service disruptions September 7th – 13th, due to the construction of the new pedestrian walkway at the Bainbridge ferry terminal. Service will be reduced to one boat, only carrying walk on passengers, no vehicle access with the exception of emergency response vehicles. Chief will brief the Board on further ferry service disruptions as information becomes available.
- **Bainbridge Prepares Drone Team:** Chief Moravec and DC Mendola met with the Bainbridge Prepares Drone Team to discuss the team's plans for drone deployments in the event of an emergency. As the Team is activated, Chief Moravec will provide additional information to the Board as warranted.
- **Kitsap Risk Management Group (KRMG) ILA:** BIFD participates in an insurance risk pool, the KRMG, with other County fire departments. The group is in the process of updating the current ILA creating the group. Chief Moravec asked for feedback on the draft ILA so that the Department's interests will be met. Commissioners will send staff their edits/suggestions to be incorporated in discussions with the other agencies subject to the ILA. Additional discussions will occur at the July 13th BOC meeting.

GOOD OF THE ORDER

Chief Moravec displayed the Heart Safe Community Award that the Department recently received. A press release will be crafted for release in the near future.

CONSENT AGENDA

(Voucher numbers 35010 through 35056 totaling \$145,579.68, Meeting Minutes 6/8/23)
Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Isenman seconded the motion and the motion passed unanimously.

BUSINESS AGENDA

1. Board Chair Selection

Chief Moravec noted that per the Board's previous practice, the current Board Chair term was expiring on June 30. Commissioner Rosenberg agreed to remain as chair until the end of 2023 or until a new chair is selected prior to the end of the year.

2. Apparatus Replacement Planning

Due to the extended delivery time of new apparatus, Chief Moravec requested authority to move forward with the ordering of apparatus earmarked for purchase in 2024. Specifically, Chief Moravec requested approval to order a new medic unit and a new engine. These purchases are consistent with the Department's apparatus replacement plan and funding is accounted for in the Department's 10-Year financial plan. These purchases will be reflected in the 2024 budget. Commissioner Isenman moved to authorize Chief Moravec to proceed with the ordering of a new medic unit and engine as planned for replacement in 2024. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

3. Resolution #05-2023: Surplus Apparatus.

Chief Moravec requested approval of Resolution #05-2023: Surplus Apparatus. The Department's Utility vehicle is surplus to the needs of the Department. The Commissioners weighed several different options for the disposition of the apparatus and asked staff to provide some additional information at the next Board meeting. No action was taken on this item.

4. Type 3 Engine Change Order

Chief Moravec requested approval of a \$1,250 change order for the previously ordered Type 3 Engine. An opportunity to receive the apparatus a year or more earlier than expected has presented itself with minimal changes to the original order. Commissioner von Ibsch moved to approve the Type 3 Engine change order as presented. Commissioner Isenman seconded the motion and the motion passed unanimously.

EXECUTIVE SESSION

At 6:10 PM Chair Rosenberg called for an executive session to last for 20 minutes. The session was called for collective bargaining planning per RCW 42.30.140(4)(b).

ADJOURNMENT

The meeting was adjourned at 6:30 PM.

Submitted by:



Jared Moravec, Board Secretary

Approved

July 13, 2023