

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

May 5, 2021

The May 5, 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; Volunteer Program Coordinator Jay Rosenberg; and Finance Manager Ed Kaufman.

AGENDA ADDITIONS & DELETIONS

None

EXECUTIVE SESSION

At 6:30 PM, Commissioner Isenman called for an Executive Session to last for 30 minutes. The Executive Session was called for collective bargaining planning per RCW 42.30.140(4)(b). The open public meeting resumed at 7:00 PM.

FIRE CHIEF'S REPORT

- COVID-19 Vaccine update: Chief Teran provided an update to the vaccination effort on the Island. Approximately 800 doses of the vaccine were delivered over the last week. Preparations are underway for the expected Emergency Use Authorization for 12-15 year olds. This will allow vaccinations for this group beginning the weekend of May 14.
- Tree and Vegetation Ordinances: Chief Teran briefed the Board on adjustments to the tree and vegetation ordinances as a result of the Department's support of Firewise land management procedures. COBI's Climate Action Plan supports Firewise mitigation.
- GEMT Funding: FM Kaufman reported on the receipt of \$292,000 for the FY 2020 GEMT reconciliation. This revenue was not included in the Department's 2021 revenue projections.
- Personnel update: Chief Teran announced that FF/EMT Matt Phillips is being promoted to Lieutenant as of May 9th. Phillips first joined the Department as a volunteer in 2011.
- EMS Council/Regional Representative: Chief Teran has accepted a role as the NW Region EMS Council representative. The region meets five times a year.
- WSRB thank you email: As a result of an email from an Island resident, the Administrative BN will be tasked with working with local insurance representatives to ensure that the Department's WSRB rating of protection class “4” is recognized by all homeowner insurance companies. An update will be provided at a future BOC meeting.

- Fire Station 23 improvements: Chief Teran informed the Board that due to rising construction material costs, the cost of installing security gates at Station 23 has risen to approximately \$70,000. It is anticipated that this work will be completed in 2021.
- St. Michael Medical Center: Chief Teran briefed the Board on actions being taken by St. Michaels to improve the wait time for arriving emergency patients. These actions should be implemented by the end of May.

Emerging Issues:

- Kitsap 911: Chief Teran is arranging for periodic briefings by the Executive Director of Kitsap 911 to inform the Board of any recent actions taken by Kitsap 911 that may have an effect on BIFD. Discussions regarding the ownership of the radio tower at Mandus Olsen with Kitsap 911 are continuing.
- Fireworks: 2021 is the first year that all commercial fireworks are banned on Bainbridge Island. The Department is working with BIPD and Parks to arrange for a public awareness campaign/signage and enforcement protocols.

GOOD OF THE ORDER

Commissioner Metz thanked the Department for allowing him to serve his community through the Fire Department. He is very sad to be leaving the area and feels that he was able to accomplish a lot of good things while on Bainbridge.

Chief Teran showed photos of training occurring at the 550 Madison Avenue property prior to its demolition.

Commissioner Isenman reminded the Board of the annual fire extinguisher maintenance event on May 8 from 8:00 – 2:00 PM at Eagle Harbor Marina.

Commissioner von Ibsch noted that he had attended a public meeting with Puget Sound Energy regarding the routes of the new power lines on the Island, one of which crosses Station 21 property.

PUBLIC COMMENT

None

CONSENT AGENDA

(Vouchers totaling \$813,014.66, April Payroll, Meeting Minutes 4/21/21) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner von Ibsch seconded the motion and the motion passed.

BUSINESS AGENDA

1. IT Committee Update

Chief Teran requested approval of development of an Information Technology support staff position job description. This will be a full-time, temporary (up to 24 month), position to facilitate all aspects of the Department's IT needs in-house. Duties will include end-user help desk response, network management, onboarding of new IT hardware and software and addressing initiatives identified in the Department's IT Plan. The position will also evaluate the need for a permanent IT support position. Commissioner Carey moved

to authorize the Chief to develop a job description for future approval by the Board. Commissioner Cho seconded the motion and the motion passed unanimously.

2. Vaccination Clinic Cooperative Agreement

Chief Teran requested authority to enter into a Cooperative Agreement with COBI, BISD, Bainbridge Prepares and Bainbridge Island Community Pharmacy that outlines the roles of each organization in the shared vaccination effort on Bainbridge. The Commissioners raised concerns about the general nature of the language of the Agreement and lack of specificity regarding data confidentiality, HIPAA requirements and funding. Chief Teran will bring the Board's concerns to the other parties of the Agreement for language changes. The Board tabled any further action on the Agreement until it has been amended.

3. Commissioner Metz Acknowledgement

Commissioner Isenman thanked Commissioner Metz for his service to the community and to the Department over the last several years. This meeting represents Commissioner Metz' last meeting as a Commissioner due to his relocation off of the Island. Chief Teran thanked Metz, on behalf of staff and the Department. VPC Rosenberg also thanked Metz for his service as a volunteer, prior to joining the Board. All Commissioners wished Metz well in his future endeavors.

ADJOURNMENT

The meeting was adjourned at 8:30 PM.

Submitted by:

Hank Teran

Hank Teran (May 27, 2021 16:46 PDT)

Henry A. Teran, Board Secretary

Approved

May 19, 2021