

BAINBRIDGE ISLAND FIRE DEPARTMENT

BOARD OF COMMISSIONERS

Meeting Minutes

May 19, 2021

The May 19, 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 and Fritz von Ibsch; Fire Chief Hank Teran; Volunteer Program Coordinator Jay Rosenberg; and Finance Manager Ed Kaufman. Commissioner YongSuk Cho was excused.

AGENDA ADDITIONS & DELETIONS

None

FIRE CHIEF’S REPORT

- COVID-19 Vaccine update: DC Moravec provided an update to the vaccination effort on the Island. Approximately 1,600 doses of the vaccine were delivered to the 12-15 year-old age group over the last week. The vaccination effort on Bainbridge is beginning to wind down. The next clinic will be on June 5 delivering 2nd doses. DC Moravec acknowledged the assistance with the vaccination effort over the last several months of the following Department members: Commissioners Isenman and Cho, FF/PMs Kory Abercrombie and Chris Lusk, VPC Rosenberg, CRRC Janine Courtemanche and Tacey Peterson.
- Administration office return to work update: DC Moravec also outlined the return of the administrative staff to their Department offices. As a result of the recent CDC changes to the mask mandate and declarations by Governor Inslee, BIFD administrative staff is expected to start returning to the office by June 1. The station will remain closed to the public until further notice.
- Kitsap 911 ballot measure: Chief Teran noted the Kitsap County Executive Board unanimously approved moving the Kitsap 911 ballot measure forward to the County Commissioners.
- Personnel update: Chief Teran announced that as a result of BN Greg Borgen’s retirement at the end of June, LT Jason Livdahl has been promoted to Battalion Chief and FF/Inspector James Lee has been promoted to Lieutenant.
- Volunteer EMT Graduates: VPC Rosenberg briefed the Board on recent recruit volunteers who have completed their EMT training including: Alexander Barrett, Dylan Clissold, Erik Dykeman, Elliot James, Tim Quinn and Tim Smith.

Emerging Issues:

- Fireworks update: Chief Teran provided an overview of the messaging strategy being developed by BIFD, BIPD and Metro Parks & Rec regarding the new fireworks ban that is now in effect on Bainbridge. The messaging includes a social media campaign, mailings from COBI and an article in the Bainbridge Review on June 25th as well as Nixle alerts.

- St. Michael's update: Chief Teran briefed the Board on a recent divert request from St. Michael's Hospital.

GOOD OF THE ORDER

Commissioner Isenman noted that this week had been designated as EMS appreciation week by President Biden.

Commissioner Cary thanked Dr. Andrea Chymiy, a member of the public attending the meeting, for her interest in the Fire Commissioner Position 3 seat.

PUBLIC COMMENT

None

CONSENT AGENDA

(Vouchers totaling \$194,589.25, Meeting Minutes 5/5/21) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Isenman seconded the motion and the motion passed.

BUSINESS AGENDA

1. Information Technology Administrator Job Description

Chief Teran requested approval of the Information Technology Administrator job description. The job description was developed after direction given by the Board during the May 5th meeting. Commissioner Isenman asked for inclusion of language acknowledging the sensitive and confidential nature of medical information within the Department's IT structure and the requirement to adhere to HIPAA regulations. Commissioner Carey moved to approve the Information Technology Administrator's job description as amended. Commissioner Isenman seconded the motion and the motion passed.

ADJOURNMENT

The meeting was adjourned at 7:15 PM.

Submitted by:



[Hank Teran \(Jun 4, 2021 08:59 PDT\)](#)

Henry A. Teran, Board Secretary

Approved

June 2, 2021