

**BAINBRIDGE ISLAND FIRE DEPARTMENT
BOARD OF COMMISSIONERS**

Special Meeting Minutes

March 31, 2022

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

AGENDA ADDITIONS & DELETIONS

None

PUBLIC COMMENT

Island resident Mr. Fred McGinnis addressed the Board on two topics. First, Mr. McGinnis requested that the Board consider purchasing a helicopter for use in fighting wildfires on Bainbridge. The BOC acknowledged this request. Second, he asked if an evacuation plan for the island had been developed in the event of a major wildfire. Staff informed him that an evacuation plan, developed with COBI staff, is in place and posted on BIFD's website, <https://www.bainbridgewa.gov/1163/Wildfire-Response>.

FIRE CHIEF'S REPORT

Deferred

GOOD OF THE ORDER

The Board was introduced to Mark Peil, BIFD's new IT Administrator.

Chief Teran introduced the Board to five new hires, four Firefighter/EMTs and one lateral FF/Paramedic.

Chief Teran also announced the promotion of Forest Hietpas to Lieutenant.

Commissioner Isenman announced the annual fire extinguisher event will be held on May 21.

Commissioner Isenman also reminded the BOC of the upcoming Tri-North Commissioners meeting on April 7.

CONSENT AGENDA

(Vouchers totaling \$186,777.79, Meeting Minutes 3/10/22) Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

BUSINESS AGENDA

1. 2021 Annual Report

Deputy Chief Moravec presented data from the 2021 Annual Statistics Dashboard (attached). The data suggests a return to more average response numbers after 2020

response data that was directly impacted by the pandemic. Commissioner von Ibsch requested that future reports include "Closest Unit" data in the Mutual Aid section. Chief Teran requested that the 2021 Annual Report be received and filed by the Board. The Board concurred.

2. 2022 Work Plan Presentation

Chief Teran presented the 2022 Work Plan. The primary objectives of the work plan are:

- Administrative Staffing Plan
- Information Technology Policies
- 80th Anniversary acknowledgement
- Awards & Recognition Policy
- Facilities project management process
- CBA preparation for 2023 negotiations
- Strategic Plan midterm report

Other items to be completed in 2022 include, but are not limited to:

- Community Wildfire Protection Plan update
- Promotional testing (PM, LT-EMT, LT-PM, BN)
- Probationary evaluations (16)
- New medic unit placed in service
- COBI Vessel Use Interlocal Agreement

Commissioner von Ibsch requested that a BIFD branding project be added in 2022. This would include contracting with a 3rd party consultant to assist staff with developing a consistent brand identity across all communications. Chief Teran agreed to add this request to the 2022 Work Plan. Commissioner Chymiy moved to approve the 2022 Work Plan as amended with the inclusion of the Branding Project. Commissioner Carey seconded the motion and the motion passed unanimously.

EXECUTIVE SESSION

At 6:05 PM Commissioner Isenman called for an Executive Session to last 15 minutes. The Executive Session was called for collective bargaining planning per RCW 42.30.140(4)(b) and to review the performance of a public employee per RCW 42.30.100(1)(g).

ADJOURNMENT

The meeting was adjourned at 6:20 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

April 14, 2022