

**BAINBRIDGE ISLAND FIRE DEPARTMENT
BOARD OF COMMISSIONERS**

Special Meeting Minutes
November 2, 2022

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

AGENDA ADDITIONS & DELETIONS

Chief Teran requested that an Executive Session to review the performance of a public employee per RCW 42.30.110(1)(g) be added at the end of the Business Agenda.

PUBLIC HEARING

At 4:30 Commissioner Rosenberg opened a Public Hearing per RCW 84.55.120 to take public comment on revenue sources for the District's 2023 expense budget. No comments were offered from the public. The Public Hearing remained open until 4:38 PM.

PUBLIC COMMENT

None

FIRE CHIEF'S REPORT

Deferred

GOOD OF THE ORDER

None

BUSINESS AGENDA

1. P&P #136: Information Technology Resources

Chief Teran requested approval of P&P #136: Information Technology Resources. This policy establishes the roles and responsibilities for the use of Department information technology and defines standards of use to all owned, leased, on-site or off-site Department IT resources. Commissioner von Ibsch moved to approve P&P #136 as presented. Commissioner Carey seconded the motion and the motion passed unanimously.

2. P&P #151: IT Equipment Replacement

Chief Teran requested approval of P&P #151: IT Equipment Replacement. This policy provides an outline of how and when Department owned computer hardware should be replaced to avoid service interruptions. It mandates that an equipment replacement schedule be maintained for use in strategic and budget planning. Commissioner von Ibsch moved to approve P&P #151 as presented. Commissioner Carey seconded the motion and the motion passed unanimously.

3. Resolution #04-2022: 2023 Property Tax Revenue – General Fire Levy

Chief Teran requested approval of Resolution #04-2022: 2023 Property Tax Revenue – General Fire Levy. This resolution authorizes the increase of the General Fire Levy collected in 2023 by 1.0%. Commissioner Carey moved to approve Resolution #04-2022 as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

4. Resolution #05-2022: 2023 Property Tax Revenue – EMS Levy

Chief Teran requested approval of Resolution #05-2022: 2023 Property Tax Revenue – EMS Levy. This resolution authorizes the increase of the EMS Levy collected in 2023 by 1.0%. Commissioner Carey moved to approve Resolution #05-2022 as presented. Commissioner Chymiy seconded the motion and the motion passed unanimously.

5. Resolution #06-2022: 2023 Budget

Chief Teran requested approval of Resolution #06-2022: 2023 Budget. This resolution establishes the Department's operating budget in 2023. The budget includes an operating surplus of \$112,831 in 2023, consistent with the Department's 10-year financial projections. Commissioner Carey moved to approve Resolution #06-2022 as presented. Commissioner Iesenman seconded the motion and the motion passed unanimously.

EXECUTIVE SESSION

At 4:42 Commissioner Rosenberg called for an Executive Session to last 30 minutes. The Executive Session was called to review the performance of a public employee per RCW 42.30.110(1)(g).

At 5:12 PM, the Executive Session was extended by 30 minutes. At 5:42 PM, the Executive Session was extended by 20 minutes. At 6:02 PM the Executive Session was extended by an additional 15 minutes.

ADJOURNMENT

The meeting was adjourned at 6:17 PM.

Submitted by:



Henry A. Teran, Board Secretary

Approved

December 8, 2022