

# BAINBRIDGE ISLAND FIRE DEPARTMENT BOARD OF COMMISSIONERS

## Meeting Minutes

March 28, 2024

Chair Bruce Alward 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

None

### PUBLIC COMMENT

None

### FIRE CHIEF'S REPORT

- HR Manager Hiring Update: Finance Manager Kaufman reported that three finalists for the HR Manager contractor position were interviewed on March 27. Chief Moravec hopes to make a decision on filling that position in early April.
- Fleet & Facilities Update: Chief Moravec briefed the Board on several fleet items including: the Type 3 Engine production is proceeding with expected delivery in the next several months; the two new Aid Units are progressing with expected delivery by the end of 2024; the Department may purchase two new staff vehicles for \$4,000 more than originally budgeted. The Chief intends to ask the BIVFFA to cover the additional cost. Chief Moravec also provided status updates on the following facilities projects: Commissioner Isenman has signed off on the patio cover at Station 21; Commissioner Carey has signed off on the Station 23 kitchen remodel; asphalt repair at Station 23 is proceeding in 2024. Battalion Chief Jones also briefed the Board on ongoing repair work on the HVAC system at Station 21.
- DNR Firewise Grant: Chief Moravec reported the Department was awarded a microgrant of \$3,000 for the annual neighborhood Firewise mitigation weekend, to be held on the first weekend in May. The grant will be used to cover the cost of roll off dumpsters used for yard debris.
- Station 21 ArtHeals Program: Chief Moravec informed the Board that the Department has been approached by Dr. Judith Rayl about participating in the ArtHeals Program, which provides art for mental health and healing purposes to first responders at no cost. The art will be displayed in the bunk room hallway and beanery and will be rotated every six months.

### GOOD OF THE ORDER

Commissioner Alward noted that his neighborhood, Tiffany Meadows, will be conducting its first Map Your Neighborhood meeting.

Chief Moravec noted the participation of the Bainbridge Prepares Drone Team on a recent water rescue call. This was the first actual deployment of the drone on an active call.

## CONSENT AGENDA

(Voucher numbers 35753 through 35777 totaling \$138,684.10, Meeting Minutes 3/14/24). Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Isenman seconded the motion and the motion passed unanimously.

## BUSINESS AGENDA

### 1. Resolution #03-2024: Surplus Apparatus

Chief Moravec requested approval of Resolution #03-2024: Surplus Apparatus which declares Marine 21 and its trailer as surplus to the needs of the Department. Marine 21 no longer fits into the Department's long-term water response plans. The Department will continue to deploy BIPD Marine 8, as has been the practice for water-related responses for the past several years, until a decision is made on the future direction of the program. Commissioner Isenman moved to approve Resolution #03-2024 as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

### 2. Standard of Cover

Chief Moravec provided an overview of the Department's plans to complete a Standard of Cover report in 2024. The Chief intends to issue a Request for Qualifications to third party consultants to evaluate how much of the data analysis will be contracted out versus completed in-house. The Commissioners concurred with this approach. This is a Strategic Plan and 2024 Work Plan item. Chief Moravec will bring back the responses for further discussion and approval by the Board before proceeding.

### 3. Volunteer Program Evaluation Report

Deputy Chief Mendola briefed the Board on the Department's plan for completing an evaluation of the Department's volunteer program in 2024. He asked for Board input on topics associated with the Volunteer program that the Board would like addressed. DC Mendola's approach will be to take a quantitative and qualitative look at the current Volunteer program and evaluate how it best suits the needs of the Department and the community moving forward. The Commissioners concurred with this approach. This is a Strategic Plan and 2024 Work Plan item.

## EXECUTIVE SESSION

At 5:55 Commissioner Alward called for an Executive Session to last 25 minutes. The Executive Session was called to review the performance of a public employee per RCW 42.30.110(1)(g).

## ADJOURNMENT

The meeting was adjourned at 6:20 PM.

Submitted by:



Jared Moravec, Board Secretary

Approved

April 11, 2024