

# BAINBRIDGE ISLAND FIRE DEPARTMENT BOARD OF COMMISSIONERS

## Meeting Minutes

April 25, 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 absent.

### AGENDA ADDITIONS & DELETIONS

None

### PUBLIC COMMENT

None

### FIRE CHIEF'S REPORT

- Contract HR Manager Introduction: Chief Moravec introduced Julie Dunn as the Department's new contract Human Resources Manager. Ms. Dunn is an independent contractor whose primary objective is evaluating the Department's HR needs now and looking into the future. She will also be assisting with HR issues and processes that arise in the next several months.
- Crystal Springs House Fire: Chief Moravec briefed the Board on the Department's response to a house fire on Crystal Springs on April 16, 2024. BIFD was assisted by units from NKFR and Poulsbo Fire as well as Navy Region Northwest. No injuries were reported. The preliminary assessment of the cause of the fire is unintentional.
- April 20 Wind Event: Chief Moravec briefed the Board on response activities during the wind event on April 20, 2024. The Department Operations Center was activated, processing approximately 25 calls for service, mostly between 3:00 PM – 4:00 PM. Chief Moravec participated in an after-action review with representatives of COBI, BIPD, and COBI Public Works to review lessons learned.
- Kitsap 911 Update: Chief Moravec also briefed the Board on recent developments at Kitsap 911 including the appointment of Maria Jameson-Owens as Executive Director, the beginning of a search for a Deputy Director, budget review and strategies to address a financial shortfall in 2025.

### GOOD OF THE ORDER

Commissioner Isenman noted a recent Stop the Bleed class at the Eagle Harbor Yacht Club. The Yacht Club will also host a CPR class for its members.

Commissioner Isenman note the upcoming fire extinguisher event on May 11<sup>th</sup>.

Commissioner Isenman also relayed information from the DOH Pre-Hospital Technical Advisory Committee including cultural sensitivity protocols for transports to substance abuse facilities.

Commissioner Alward announced that Chelsea Tate would replace Commissioner Steve Neupert on the NKFR Board.

### CONSENT AGENDA

(Voucher numbers 35834 through 35868 totaling \$99,954.32, Meeting Minutes 4/11/24). Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner von Ibsch seconded the motion and the motion passed unanimously.

### BUSINESS AGENDA

#### 1. Summer Board Meeting Calendar

Chief Moravec announced that after consulting with all Commissioners and Staff, the July 25<sup>th</sup> and August 8<sup>th</sup> regularly scheduled Board meetings are likely to be cancelled due to scheduling conflicts.

#### 2. Community Risk Assessment/Standard of Cover Proposals

Chief Moravec presented an overview of the process staff will take to evaluate proposals submitted to complete the Department's Community Risk Assessment and Standard of Cover documents. The Department received four proposals from consulting firms specializing in this subject. The Chief provided each Commissioner with copies of the proposals and informed the Board that he intends to make a vendor recommendation at the May 9<sup>th</sup> BOC meeting. He encouraged feedback from the Commissioners prior to the meeting on the 9<sup>th</sup>. All proposals received were within 2024 budget parameters for this project.

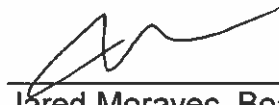
### EXECUTIVE SESSION

At 5:40 Commissioner Alward called for an Executive Session to last 15 minutes. The Executive Session was called to review the performance of a public employee per RCW 42.30.110(1)(g) and collective bargaining planning per RCW 42.30.140(4)(b).

### ADJOURNMENT

The meeting was adjourned at 5:55 PM.

Submitted by:



Jared Moravec, Board Secretary

Approved

May 9, 2024