

# BAINBRIDGE ISLAND FIRE DEPARTMENT BOARD OF COMMISSIONERS

## Meeting Minutes

May 23, 2024

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

### AGENDA ADDITIONS & DELETIONS

None

### PUBLIC COMMENT

None

### FIRE CHIEF'S REPORT

- **Medic One Foundation Equipment Grant:** DC Mendola briefed the Board on a \$10,000 grant received by the Department from the Medic One Foundation for the purchase of iSimulate training equipment, which allows for accurate simulations with LifePaks.
- **Tidyman Road Fire Mobilization:** DC Mendola briefed the board on a 24-hour deployment to a lumberyard fire in Dallasport, WA. All deployed assets returned without incident.
- **DNR Aviation Asset Availability:** DC Mendola also briefed the Board on recent changes to state law which makes aviation assets available to fire departments at no cost when requested.
- **Annual Community Wildfire Mitigation Cleanup Day Report:** Chief Moravec briefed the Board on the recent annual community wildfire cleanup day, which included six dumpsters, placed across Bainbridge for wildfire refuse collection. The dumpsters are paid for by a micro-grant from the Department of Natural Resources.
- **WFC Annual Conference Report:** Chief Moravec summarized his activities at the WFC Annual Conference including a presentation by the Chief and Scott James of Bainbridge Prepares regarding the collaborative efforts of the partnership of BIFD, Bainbridge Prepares and COBI for emergency preparedness efforts.
- **Position Vacancies:** Chief Moravec noted the recent departure of Robert Wittenberg as the Department's Fire Prevention Technician. The job description for that position is being updated prior to job posting. The Chief also noted that IT Administrator Mark Peil will be retiring in early 2025. It is anticipated that this impending opening will be posted by the end of the summer.
- **COBI Solar Project** Chief Moravec noted that BIFD was not selected by the City to participate in its carbon offset solar program. Woodward Middle School was selected as the preferred site.

### GOOD OF THE ORDER

Commissioner von Ibsch asked if the Board could be made aware of any truck or engine drills that are taking place in the community in order to be able to address questions from the public.

Commissioner Alward expressed concerns with ADA compliance and requirements for new construction projects on the Island.

Commissioner Carey noted the upcoming Badge Ceremony for the Department's new Medical Services Officer, David Bailey, on June 5<sup>th</sup> at 4:00 PM.

### CONSENT AGENDA

(Voucher numbers 35928 through 35946 totaling \$216,684.32, Meeting Minutes 5/8/24). Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Chymiy seconded the motion and the motion passed unanimously.

### BUSINESS AGENDA

#### 1. Community Risk Assessment/Standard of Cover Contract

Chief Moravec requested Board approval to enter into a contract for services with AP Triton to conduct a Community Risk Assessment and produce a Standard of Cover report for the Department. AP Triton was one of four companies expressing interest in this project. All questions asked by the Board during the May 8<sup>th</sup> meeting have been answered to the Board's satisfaction and the contract has been reviewed by legal counsel. Commissioner Chymiy moved to authorize Chief Moravec to enter into a contract with AP Triton for consulting services. Commissioner Isenman seconded the motion and the motion passed unanimously.


#### 2. Joint Management Group Update

Chief Moravec provided an update on the Joint Management Group's (JMG) offer of membership to BIFD, NKFR and Poulsbo Fire. The Board has requested that representatives of the JMG present to them at a future meeting which will provide an opportunity for the Commissioners to ask specific questions about the JMG. The Board chose to arrange for a meeting of the Tri-North Fire Districts and invite JMG representatives to present an overview of the JMG and its programs. Commissioner Alward and Staff will reach out to the other two districts to schedule a time for this meeting in June.

### ADJOURNMENT

The meeting was adjourned at 5:50 PM.

Submitted by:

  
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Jared Moravec, Board Secretary  
Approved  
June 13, 2024