

# BAINBRIDGE ISLAND FIRE DEPARTMENT BOARD OF COMMISSIONERS

## Meeting Minutes

June 13, 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 Administrator Hilary Hall.

### AGENDA ADDITIONS & DELETIONS

None

### PUBLIC COMMENT

None

### FIRE CHIEF'S REPORT

- Passing of Retired Fire Chief Gary Clough: Chief Moravec announced the passing of Retired Fire Chief Gary Clough on May 31, 2024. Chief Moravec gave a brief history of Chief Clough's tenure from 1964 through 1992, which included overseeing the first Paramedic responders for Bainbridge Island and introducing significant new fire safety regulations. A memorial is tentatively planned for Saturday, September 7<sup>th</sup>, to be held at Station 22 and the American Legion Hall. Chief Moravec will keep the Board informed when more details are available.
- MSO Promotion Ceremony: Lieutenant/Paramedic David Bailey was promoted to Medical Services Officer on June 5<sup>th</sup>, 2024. Chief Moravec acknowledged the Commissioners who attended the ceremony and reviewed the new MSO duties.
- Recruit Firefighter Graduation: The KCFTC graduation is Saturday, June 22<sup>nd</sup> at the Naval Undersea Museum auditorium in Keyport. BIFD has 3 recruits graduating and Board members are invited to attend.
- Station 21 SCBA Fill Station Installation: The new SCBA fill station is installed in the apparatus bay of Station 21. Final inspection is scheduled and the Commissioners were invited to tour it after the meeting.

### GOOD OF THE ORDER

Commissioner Alward asked Chief Moravec for the status of the Volunteer FF program review. Chief Moravec updated the board on the survey and evaluation process that Deputy Chief Mendola is conducting. A roster review is also proceeding that looks at Special Service Volunteer participation.

### CONSENT AGENDA

(Voucher numbers 35947 through 36002 totaling \$165,626.05, electronic payments for 5/8/24 through 5/31/24 totaling \$ 863,126.86, May payroll totaling \$913,095.68, Meeting Minutes 5/23/24). Commissioner Carey moved to approve the Consent Agenda as presented. Commissioner Isenman seconded the motion and the motion passed unanimously.

## BUSINESS AGENDA

### 1. Joint Management Group Update

Chief Moravec reviewed the previous meeting discussion and the Board decision to call for a meeting of the 'Tri-North' Commissioners. That meeting was held the previous Monday, June 10, at Station 21 where the JMG presented an overview of the organization and proposal for the Tri-North agencies to join. Chief Moravec also reported that Poulso's Fire Chief has been given approval to enter into an ILA to join the JMG, just as NKFR's Board had done with NKFR's Fire Chief weeks earlier. The Board discussed concerns about risks to BIFD surrounding the lease arrangements with the State Military Department and the amount of site improvements the JMG has planned and provisions in the lease that allow for immediate cancellation. The Board voiced questions over the lack of a business plan and the unknown costs associated with implementing all the planned improvements. Commissioner von Ibsch noted that the ILA for the Training Consortium had provisions that clearly state that the Consortium is responsible for paying for use of training facilities. Chief Moravec explained that the Training Consortium is responsible for training development and delivery and that the JMG is responsible for managing the leased property and the improvements on it. The Board questioned the need for joining the JMG when the provisions of the Consortium ILA are in place and the purpose of each group is clear.

The Board discussed BIFD paying for its share of the use of the JMG facilities and Chief Moravec noted that the use is generally limited to the fire academy and KSORT training. Commissioner Carey noted that the JMG site is larger to be able to accommodate multi-agency drills, but that other drill uses were possible at Station 23 or other facilities closer to the Island. Chief Moravec explained that staff was currently working on a review of the BIFD training facilities as well as evaluating the balance of Training Lieutenant FTE contribution to the Consortium versus BIFD which currently is a 0.75 to 0.25 ratio. He noted that higher priorities are an evaluation of our own training facilities and the need for BIFD Training Lieutenant support at home and at the Consortium Academy, possibly through a 1.0 FTE and 1.0 FTE versus the current 1.0 FTE Training Lieutenant and special assignments reassigned from shift to the Academy. Chief Moravec also noted that a new Consortium Chief would be starting in 2025. For these reasons, he would support deferring any action to join the JMG at this time.

Commissioner Carey noted that the Consortium ILA is past due to be renewed. Chief Moravec noted that the County Chiefs were aware and were reviewing it in order to present it before every agency's respective governing body soon. Commissioner von Ibsch moved 'to direct the Chief to communicate that BIFD elects not to enter into the ILA with JMG for full membership but prefers that appropriate payment for use of the JMG facilities be handled through the existing provisions of the Training Consortium ILA'. Commissioner Chymiy seconded the motion. Commissioner Carey moved to amend the motion to add 'at this time' after '...into an ILA with JMG...'. Commissioner Isenman seconded the motion amending the original motion. The motion to amend the original motion passed unanimously. Board Chair Alward called for the vote of the amended motion that 'The Board directs Chief Moravec to communicate that BIFD elects not to enter into the ILA with JMG at this time but prefers that appropriate payment for use of

the JMG facilities be handled through the existing provisions of the Training Consortium ILA'. The motion passed unanimously.

2. Fire Prevention Technician Job Description

Chief Moravec provided an updated job description that staff has prepared for the Fire Prevention Technician. The Local 4034 has reviewed the job description and has no objections to the updates that are needed prior to advertising to fill the current vacancy. Commissioner Carey moved to accept the revised job description as presented. Commissioner von Ibsch seconded the motion and it passed unanimously.

ADJOURNMENT

The meeting was adjourned at 6:04 PM.

Submitted by:



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Jared Moravec, Board Secretary  
Approved  
June 27, 2024