

BAINBRIDGE ISLAND FIRE DEPARTMENT BOARD OF COMMISSIONERS

Meeting Minutes January 23, 2025

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

AGENDA ADDITIONS & DELETIONS

None

EXECUTIVE SESSION

At 4:32 PM, Commissioner Isenman called for an Executive Session to last for 10 minutes. The Executive Session was called to evaluate the qualifications of a candidate for appointment to elective office per RCW 42.30.110(1)(h).

The open public meeting resumed at 4:42 PM.

BUSINESS AGENDA

1. Fire Commissioner Position 3 Appointment

The Commissioners thanked all of the candidates who submitted letters of interest in the vacant Fire Commissioner seat. All candidates were viewed as qualified by the Board and each was encouraged to remain involved with the Department, even if not appointed to this position. Commissioner Carey moved to appoint John De Lanoy to fill vacant Position #3. Commissioner Alward seconded the motion, and the motion passed unanimously.

OATH OF OFFICE

Upon appointment, John De Lanoy was sworn in by Chief Moravec as Bainbridge Island Fire Commissioner Position #3. Commissioner De Lanoy immediately took his seat on the Board.

PUBLIC COMMENT

None

FIRE CHIEF'S REPORT

- California Deployment Update: Chief Moravec briefed the Board on the deployment of Engine 23 to the Palisades fire in Los Angeles. A four (4) person crew, including LT. Matt Phillips, FF/EMT Max Hale, FF/EMT Danny Sackett and FF/EMT Matt Williams, have been assisting with mop-up duties and responding to hot spots within the Palisades area. They are expected to be released from the fire in the next 24 hours and are expected to return to Bainbridge on January 25th.
- Fire Chief National Fire Academy Attendance: Chief Moravec noted that he will be attending an executive planning course on strategic planning at the National Fire Academy February 2nd through February 14th.

- 1st Half 2025 Board Meeting Schedule: Chief Moravec discussed the Board meeting schedule for the first half of 2025. Although the Chief will be out of town on February 13th, he still expects to hold that meeting and attend remotely. The March 27th meeting may be cancelled due to lack of staff availability. Final decision will be made once Commissioner De Lanoy's spring schedule is known.

GOOD OF THE ORDER

Commissioner von Ibsch inquired as to the status of the Standard of Cover. Chief Moravec noted that staff has received the 2nd technical draft and has a meeting scheduled for January 29 with AP Triton to discuss. The Chief indicated that as soon as a corrected draft is available, he will forward it to the Board for review and comment.

Commissioner Carey commented about improving citizen awareness of BIFD activities, whether on social media or other means of communication. Chief Moravec briefed the Board on current public outreach initiatives BIFD is pursuing for 2025, including a newsletter from the Department to Island residents, as well as a potential joint mailing with COBI regarding wildfire awareness.

Commissioner Alward reported on agenda items discussed at the recent KCFCA Executive Board meeting.

CONSENT AGENDA

(Voucher numbers 36515 through 36568 totaling \$202,977.33, Meeting Minutes 1/9/25). Commissioner von Ibsch moved to approve the Consent Agenda as presented. Commissioner Alward seconded the motion, and the motion passed unanimously.

BUSINESS AGENDA

2. Administrative Battalion Chief Job Description Update

Chief Moravec requested approval of the updated Administrative Battalion Chief job description. The job description has been updated to reflect specific duties and responsibilities of the position that have evolved since the creation of the position. The Board suggested edits to the title of the document to clarify that this position is in addition to the qualifications of a Battalion Chief, with supplemental roles and responsibilities. Commissioner Carey moved to approve the Administrative Battalion Chief job description as edited, pending the concurrence with Local 4034. Commissioner Alward seconded the motion, and the motion passed unanimously.

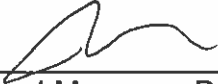
3. Training Lieutenant Job Description Update

Chief Moravec requested approval of the updated Training Lieutenant job description. This job description has also been updated to reflect specific duties and responsibilities of the position that have evolved since the creation of the position. The Board suggested the same edits as above to the title of the document, to clarify that this position is in addition to the qualifications of a Lieutenant, with supplemental roles and responsibilities. Commissioner Carey moved to approve the Training Lieutenant job description as edited, pending the concurrence with Local 4034. Commissioner von Ibsch seconded the motion, and the motion passed unanimously.

ADJOURNMENT

The meeting was adjourned at 6:05 PM.

Submitted by:



Jared Moravec, Board Secretary

Approved

February 13, 2025