

**Kitsap County Fire District #18
Board of Commissioners Meeting Minutes
June 12, 2019
Poulsbo Fire Department
Poulsbo, WA**

REPRESENTATIVES IN ATTENDANCE:

Jim Ingalls	Commissioner	Darryl Milton	Commissioner
Conrad Green	Commissioner	David Ellingson	Commissioner
Jeff Uberuaga	Commissioner	Jim Gillard	Fire Chief
Lise Alkire	Staff	Jeff Russell	Staff
Kevin Vay	Staff	Chris Quinn	Visitor

Call to Order: Meeting was called to order by Chair Ingalls at 4:00pm.

Approval of Agenda:

Commissioner Ellingson moved to approve the 6/12/2019 agenda. Commissioner Milton seconded. Discussion: Chief Gillard asked that "Annual Report" under Informational Items be removed. Motion was called with a unanimous vote to approve the 6/12/2019 agenda as revised.

Public Comment: Mr. Quinn introduced himself; he has participated on the CBRC for several years and is running for fire commissioner position number two.

Executive Session: At 5:35 pm Chair Ingalls called for a 30-minute executive session pursuant to RCW 42.30.140 relating to collective bargaining issues and negotiations; at 6:05 Chair Ingalls extended the executive session for 25 minutes; at 6:30 pm Chair Ingalls closed the executive session and reopened the public meeting. No action was taken.

Action Items:

1. Consent Agenda:

Commissioner Ellingson moved to approve the 6/12/2019 consent agenda. Commissioner Milton seconded. Motion was called with a unanimous vote to approve the 6/12/2019 consent agenda.

2. Ratification of US Bank Vouchers, Batch No. 529551

Commissioner Ellingson moved to ratify US Bank vouchers, batch no. 529551 in the amount of \$18,508.27. Commissioner Milton seconded. Motion was called with a unanimous vote to ratify US Bank vouchers, batch no. 529551 in the amount of \$18,508.27.

Discussion Items:

1. Resolution 19-XXXX EMS Levy: Chief Gillard reported the resolution had been sent to attorney Snure for review and Mr. Snure had expressed some concern regarding the inclusion of a CPI inflator on the District's EMS levy, which is considered to be a temporary levy as it currently requires voter approved renewal every six years. Mr. Snure then confirmed with the Department of Revenue that a CPI inflator may not be used on a six-year temporary levy; there are provisions to allow for its use on a 10-year or permanent EMS levy, but changing the term of the levy requires voter approval and the ballot measure may only include one topic at a time; in other words, renewal authorization and a request to use a CPI inflator may not be on the same ballot measure. This news impacts the District's long-term financial projections and there was discussion regarding some different strategies regarding the EMS levy approach.

2. **2019 Fireworks:** Chief Gillard reported the Kitsap County council imposed restrictions on some personal fireworks, but that does not extend to the cities. The city of Poulsbo's ordinance allows for the Fire Chief to impose restrictions, but one of the provisions of the ordinance is that a burn ban must be in place prior to any restrictions. It is anticipated that a burn ban will be announced June 20th. If that occurs, Chief Gillard plans on following the same restrictions as the county. He closed by noting the city's ordinance only speaks to the fire hazards associated with fireworks, but there are also concerns regarding the "nuisance factor" of fireworks (noise and debris) as well as the safety factor.
3. **Policy 5270 Shift Staffing and Accrued Leave Scheduling:** Chief Russell reviewed the clarification language incorporated into the policy after the discussion at the last regular meeting. After some discussion, the Board advised that they would like additional policy language that would authorize the fire chief to make minimum staffing changes under extreme circumstances. Further discussion highlighted that make staffing changes will impact the staffing level for the District. Additional policy language will be drafted and this item will be kept under "Discussion" for the next regular meeting.

Informational Items:

1. **Community Connect:** Captain Vay began this presentation by providing a brief overview of this program, called First Due Size Up, which allows for community members to log into the system and create an individualized profile that can include items such as how many residents reside in the home; whether there are pets present; gate or home security codes, etc. CKF&R and NKF&R have both been successfully using the program for a couple of years and now the remaining districts are incorporating this program. The goal is to have the program up and running by the end of September and there is on-going county-wide discussion regarding how to communicate with citizens about the program and encourage participation. Captain Vay also presented a short-video from First Due Size Up that illustrated the program; the company provides the web site as well as suggestions for marketing and educating the public.
2. **2018 Annual Report:** Removed from this meeting's agenda.
3. **Staffing Update:** Chief Gillard provided a brief overview of the hiring steps to date. AS/HRM Alkire reported that seven applications had been received, one of which was incomplete and therefore was disqualified; the remaining six candidates will be interviewed on June 19th. D/C Russell closed by reporting six individuals are off duty due to injuries; two of which were on the job. All six individuals are expected to be back on duty by the end of June. He closed his report by noting the District's newest paramedic has almost completed his preceptorship and should be part of minimum staffing very soon.
4. **Suquamish Impact Mitigation Grant:** Chief Gillard reported he and B/C Becker attended the recent grant presentation meeting. The District is a tier 2 organization, meaning the base biennial grant amount is \$20,000; the District was intending to ask for additional grant money to fund another automatic CPR machine. Suquamish Tribal Police Chief Lasnier suggested that all the agencies be awarded the minimum grant amount and then using any extra money to invest in improving the radio system at the casino, which has been problematic for emergency response communications. All the agencies concurred with this suggestion. The tribe also asked for a list of the additional items being requested which will be utilized if there is any extra money after the radio system improvements.

Commissioner and Staff Comments:

Commissioner Milton reported he will be gone June 27th and hopes to return by the KCFCA meeting on July 20th.

Commissioner Ellingson noted that Phil Cook, Kitsap County Assessor, will be the speaker at the June 25th Kitsap County Fire Commissioners' meeting.

D/C Peterson reported the apparatus bay door replacement project is moving forward; the sprinkler system has been moved and the doors are expected to arrive the week of June 17th. He will be meeting with the architect on June 21st regarding the remodeling project. D/C Peterson closed by noting that he had the opportunity to review the original documentation for the Olhava development project which clearly states that all buildings in the development require sprinkler and alarm systems.

Chief Gillard stated he recently attended the Kitsap County economic forum where he inquired about the CPI index; it was noted that if the west region CPI was used, the percentage was being driven by California's economy, but if the national index was used, it was being driven by the economy of the southern states. The substitution of Bellevue for Bremerton in the Seattle CPI index is also problematic. He closed by noting he, AS/HRM Alkire, and NKF&R's Chief Smith and Cindy Moran recently met to discuss how to move forward on exploring areas of collaborative efforts.

Public Comment: Mr. Quinn asked, and was provided, information regarding the different time spans for the EMS levy.

Good of the Order:

Next Regular Meeting scheduled for **Wednesday, June 26, 2019 at 16:00**

Bi-North Commissioners Meeting **Monday, June 17, 2019 19:00 NKF&R Station 81**

KCFCA Meeting: **Tuesday, June 25, 2019 19:00 Bremerton Fire**

Adjourn:

The meeting adjourned by common consent at 6:30p.m.

ATTEST:

Lise D. Alkire
KCFD #18 Secretary to the Board