

**Kitsap County Fire District #18**  
**Board of Commissioners Meeting Minutes**  
**April 14, 2021**  
**Poulsbo Fire Department via Zoom™**  
**Poulsbo, WA**

**REPRESENTATIVES IN ATTENDANCE:**

David Ellingson	Commissioner	Darryl Milton	Commissioner
Jim Ingalls	Commissioner	Chris Quinn	Commissioner
Jeff Uberuaga	Commissioner	Jim Gillard	Fire Chief
Jeff Russell	Staff	Bruce Peterson	Staff
Lise Alkire	Staff	Wendy Luther	Staff
Shane Anderson	Staff		

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

**Approval of Agenda:**

Commissioner Quinn moved to approve the 4/14/2021 agenda. Commissioner Ingalls seconded. Motion was called with a unanimous vote to approve the 4/14/2021 agenda.

**Public Comment:** There was no public in attendance.

**Executive Session:** There was no executive session.

**Action Items:**

**1. Consent Agenda:**

Commissioner Uberuaga moved to approve the 4/14/2021 consent agenda. Commissioner Quinn seconded. Motion was called with a unanimous vote to approve the 4/14/2021 consent agenda.

**2. Ratification of US Bank Vouchers \$8,006.10**

Commissioner Uberuaga moved to ratify US Bank Vouchers in the amount of \$8,006.10. Commissioner Quinn seconded. Motion was called with a unanimous vote to ratify US Bank Vouchers in the amount of \$8,006.10.

**Discussion Items:**

- 1. Training Consortium (Presentation by B/C Anderson):** Chief Gillard introduced this subject by noting that with the exception of Bremerton Fire and Poulsbo, all the county fire departments have signed the training consortium agreement; Bremerton Fire is presenting the document to their city council tonight and it is expected to be signed. B/C Anderson then provided a brief overview of the district's current training program, emphasizing the high level of participation by officers which has enhanced both the quality and the growth of the program. Realistic training impacts the quality of service to our citizens; accessibility to live fire training, as is available at the consortium's facility, is an area in which the district's training tower lacks capability. Live fire training does not just provide a more realistic training environment, it also allows for deeper understanding of fire behavior(s) and how new construction materials are affected by fire. While the district's training tower does have a smoke machine, it is not the same as training in a controlled live fire environment. Other areas that will benefit from training in live fire are rescue of a victim (civilian); RIT (Rapid Intervention Team) training for firefighter rescue; use of ladders in live fire; and ventilation training. B/C Anderson acknowledged there were still details to be worked out, for instance how will the facility be staffed and while there may be some loss of capacity, there may also be a reduction in membership fees that offset that loss of capacity. He does not anticipate losing access to personnel; in fact he does not see a downside to training subject matter experts who then could train other personnel in specific disciplines. B/C Anderson closed by recommending the district join the consortium. Chief Gillard added that one of the challenges of this process was attempting to negotiate an agreement with an entity that does not yet exist. The district may join the consortium this year at no cost and make the final decision later in the summer, but it is unclear what more information will be gained by

postponing the decision. The district could also join as an “associate” member, but the district would still be required to share the financial responsibilities without the ability to provide any input into program development. Chief Gillard reemphasized that while there was great value in multi-company training evolutions with all our mutual aid partners, he does not want that at the cost of training with our north-end partners with whom we share the most calls. The consortium may also allow for a high level of training that no single district would be able to provide. There was concern expressed regarding coverage within the district if crews were attending training in Bremerton and the potential impact on overtime, as well as how the program will be evaluated. After some further discussion, the following motion was made:

Commissioner Quinn moved to authorize Chief Gillard to sign the training consortium ILA. Commissioner Ingalls seconded. Discussion: it was confirmed the program will be reevaluated in August. YES: Quinn, Ingalls, Ellingson, and Uberuaga. ABSTAIN: Milton. With a majority vote of the board, motion carried.

2. **Staffing/Hiring Update:** B/C Anderson provided an update on the four new firefighters. All four have transitioned to shift, with one each assigned to A and C shifts and two assigned to B shift; this brings all three shifts to 13 members. They are all working through their ten mandatory shifts before being eligible to take their probationary test. Chief Gillard reported the administrative specialist position description is being finalized with some final details being negotiated; the district will also be starting a virtual volunteer recruitment process at the beginning of May. We hope to send six volunteers to this fall’s EMT class for certification.
3. **Fleet Replacement Plan:** Chief Gillard provided a brief review of the status of the fleet. The apparatus committee is currently exploring purchasing an additional engine as soon as possible to replace the 20-year-old engine that is currently being used. The goal is to purchase a basic engine to be assigned to a two-person station that has the most current safety features while meeting the Class 1 Pumper requirements for the WSRB.

#### **Informational Items:**

1. **COVID-19:** Chief Gillard reported the Kitsap County Health District has entered into an agreement with the state for COVID vaccine clinic reimbursement. The district will continue to seek reimbursement for its participation.
2. **Facilities Update:** D/C Peterson reported the decontamination room remodel project continues; there were some issues revealed once the demolition started that will result in a change order for the electrical portion of the project. Demolition has now been completed; plumbing has been roughed in and passed inspection; electrical work should start next week.
3. **Kitsap 911 Capital Plan:** Chief Gillard confirmed Kitsap 911 Director Richard Kirton will be at the April 19<sup>th</sup> Tri-North meeting to preview the proposed presentation to the Kitsap 911 board. Mayor Erickson sent him a copy of a letter suggesting the project not be identified as the “radio replacement plan,” but rather as a capital improvement plan as there are other related needs that “radio replacement” doesn’t fully describe. Commissioner Ellingson added that there had been discussion at the Kitsap 911 executive board meeting earlier in the day regarding the need to develop the capital replacement plan further in support of an anticipated bond measure. It was emphasized that radio issues need to be fixed now, with a proposal to fund replacement of the entire system with a 1/10<sup>th</sup> of one percent sales tax measure to be on the fall ballot. There was discussion regarding potential solutions and the challenge of IFC building code requirements that repeaters be installed, but those repeaters will have to be upgraded when the system is replaced.
4. **HB 1189 Tax Increment Financing – Impact:** Chief Gillard reported it was his understanding that this bill will allow for city or county public/private partnerships for development of a project, with the assessed value being frozen at the rate in place at time of development. This bill has the potential of negatively impacting revenue for fire, libraries, etc. If a public entity is impacted more than 20%, the impact needs to be negotiated with the entity.

**Commissioner and Staff Comments:**

**ASM/HRM** Alkire reported she had made contact with an aide from Representative Kilmer's office to discuss next steps in trying to mitigate the transport revenue issue associated with the FEHCB (Federal Employee Healthcare Benefit); she thanked Commissioner Ellingson for his help in making this contact.

**Chief Gillard** read a commendation for Captain Gillanders from the Olympic College Nursing School for his valued participation in the school's Perspectives on Diversity course where he spoke with the students on matters of first response healthcare equity and equality for historically marginalized patient populations. Chief Gillard also reported CHI's Silverdale campus is experiencing challenges in turning over patient beds in the emergency department that have caused some substantial delays in crews' ability to get patients turned over to emergency room staff; it is expected these issues will be resolved soon, but he wanted to make the board aware of the situation.

**Public Comment:** There was no public in attendance.

**Good of the Order:**

Next Regular Meeting scheduled for Wednesday, April 28, 2021 at 16:00 via Zoom™

Tri-North Meeting scheduled for Monday, April 19, 2021 at 19:00 via Microsoft Teams™

KCFCA Meeting scheduled for Tuesday, April 27, 2021 at 19:00 via Zoom™

PDC Filing Deadline: April 15, 2021

**Adjourn:** The meeting was adjourned by common consent at 5:45p.m.

**ATTEST:**

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Lise D. Alkire, KCFD #18 Secretary to the Board