

**August 10, 2009**

A regular meeting of the Board of Commissioners of Central Kitsap Fire and Rescue was called to order by Chairman Muhleman at 3:01 PM (Admin Building), with Chairman leading the Pledge of Allegiance.

### **ADMINISTRATIVE ITEMS**

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Chairman verified a quorum was present, and announced that Commissioner Fergus was not present, and had an excused absence for today's meeting.

#### **Additions or Deletions to the Agenda:**

1. Deleted Action Item A1, as there was a probable change to the document.

#### **Announcements:**

1. Prior to Executive Session, Local Board for Volunteer Firefighters to meet briefly to sign an invoice voucher, and address a service date issue.
2. Executive Session to discuss litigation, personnel issue, and negotiations.
3. Study Session date change-Moved from 8/24/09 to 8/19/09 with the following topics of discussion:
  - Cost Recovery
  - Budget Policies
  - Tender Replacement

### **CONSENT ITEMS**

1. Minutes of BOC Meetings: Regular 07/13/09, and Board Study Session 07/29/09.
2. Calendar of Events for Fire Services
3. Vouchers No.19191 through 19243, in the total amount of \$66,989.59, were presented in accordance with RCW 52.16.050. *(Copy of blanket voucher for the previous voucher run was also provided: 07/27/09 Vouchers No.19131 through 19190 in the total amount of \$116,269.86.)*
4. August payroll for Central Kitsap Fire and Rescue in the amount of \$725,368.59.
5. List of Committees that Commissioners Serve On.

**MOTION** was made by Commissioner Rogers to approve the Consent Agenda as presented. **SECOND** by Commissioner Erickson. Motion **PASSED** unanimously by all Commissioners present and voting.

### **DISCUSSION ITEMS**

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1. **Commissioner Reports:**

**Commissioner Rogers:** No report.

**Commissioner McKinley:** He attended the Jefferson County Fire Commissioners meeting last week and reported concerns that were brought up related to Tim Eyman's new Initiative 1033, regarding state, county, and city revenue. He will be bringing the topic up at the next Joint Legislative Committee meeting, as he feels we need to take a proactive stance on this issue.

**Commissioner Erickson:** Gave a reminder of the Safety Meeting August 11 at STA 41, and the Kitsap Risk Management Group (KRMG) meeting on August 12 at CKFR Admin.

**Commissioner Muhleman:** Gave a big thank you to Chief, AC Lovato, PIO MacLennan, and Facilities Busby, plus anyone else that had anything to do with the Community Forum that was held last week. He said it was well attended, went outstandingly well, and much was learned from the gathering. He advised against reading the newspaper blogs. The family of the drowning victim thanked the department for the support shown to them during this difficult time. Commissioner Muhleman commended Chief Burdette for calling the Community Forum, and felt it was the right thing to do.

## 2. **Chief's Report:**

- a. **Budget Hearings:** Started today, and will continue through Friday of this week, and some days next week. A schedule will be provided to anyone that would like one.
- b. **RFA Update:** Sent document that the Board worked on at the last meeting, but has not heard anything back to date.
- c. **Drowning:** Extended kudos to AC Lovato, PIO MacLennan, Chaplains Hamlin, Davis, and Reuther, and all others that prepared for and attended the forum, and those that were at the scene. There are a lot of misconceptions about drowning. Statistics report that "92% of people that survive a drowning are out of the water within 2 minutes. Once you go beyond 3-5 minutes, the chances of survival reduce dramatically." As a District, we need to educate the public, and work on ideas that will be beneficial to both the district and the community.
- d. **Volunteer Recruit Academy Graduation:** Nine Central Kitsap Fire & Rescue volunteers were among the graduates of the recent Volunteer Recruit Academy.
- e. **Navy Partnership:** Navy Region Northwest wants to do a newspaper article on the Navy personnel that are volunteers with Central Kitsap Fire & Rescue (CKFR) as well as the good working relationship between Navy Fire and CKFR. Chief supports and values CKFR's relationship with the Navy, and attends Naval events and functions on occasion to show support.
- f. **Chiefs Chat Visits:** The visits are now complete and provided a good opportunity for Chief to visit with the crews and address any questions or concerns they might have.
- g. **KRMG:** The group interviewed three different insurance providers at a meeting on July 30. The next meeting is Wednesday, August 12, and the insurance provider for the group will be selected at that time.

- h. **CKFR Crew Caribbean Bound:** BC Hostetter, as well as PM Bernt, FF Stack, PM Sorenson, FF Ebert, and PM Deschryver from CKFR, will be traveling to San Pedro in the Dominican Republic to bring supplies and provide Fire/EMS training. They are going down on their own time and expenses, and Local 2819 has donated \$4000.00 to help with their expenses. A recent newspaper article highlighted their future trip.
3. **Monthly Status Update:**
- **Grants** – No report.
4. **CKFR Revenue & Expense Summary for the Month of June:** June report was handed out at the meeting. ASM Carberry reported that we are at the half way point for the year, and are right on track.
5. **Property Tax Levy Limit Factor:** A handout, “Determining the Limit Factor for Increases in Property Tax Levies” from the Washington State Department of Revenue was provided. As stated in the handout, “Because the limit factor for local taxing districts with a population of 10,000 or more is the lesser of 101% and 100% plus inflation, and inflation is defined as the percentage change in the IPD, a negative change in the IPD would result in a limit factor of less than 100%. For example, if the percentage change in the IPD were, say, -1.0%, the limit factor would be 100% - 1.0%, or 99%.” Chief felt this information was important, and a heads up for the future.
6. **Budget Policies:** A handout on budget policies was provided as a starting point for the future policy discussions that will take place at the next Study Session on August 19.
7. **105’ Pierce Aerial Ladder Truck:** CKFR Mechanic Supervisor Anderson and Mechanic Eberle traveled to Kennewick to check out the condition of a 105’ Pierce Aerial ladder truck for sale. Anderson provided a report, Chief passed out photos of the vehicle, and it looks like the ladder truck may be beneficial to CKFR. A list of maintenance items was provided, and a decision needs to be made by the ladder committee to determine if this vehicle should be considered for purchase. Chief would like Attorney Rick Gross to look into the possibility of using volunteer mitigation funds to purchase and make modifications to the ladder truck. IAFF L-2819 VP Davison commented that Labor hopes that in the process of looking at the ladder trucks, part of the process is deciding on how we are going to use it, and he hopes the District intends to have a plan for dedicated staffing, as related to the ESCi plan.
8. **Technical Rescue Presentation:** Firefighter Elliott gave a PowerPoint™ presentation highlighting the successful rescue of a 22 year old man from a deep ravine on July 18, 2009. The successful rescue was the result of intensive technical training, enhanced equipment, and new fire engines with added features. The presentation demonstrated that the district's levy dollars were well spent. In 2006, Central Kitsap voters approved the CKFR fire levy which supported the department's strategic plan of increasing firefighter staffing, the purchase of enhanced technical rescue equipment and new engines with telescoping lighting systems. Chief and the Board commended the crews for a job well done. Commissioner McKinley suggested an article be put in the Siren highlighting the rescue and training involved to support such a rescue.

**ACTION ITEMS (Action Item #1 was deleted from the Agenda)**

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**GOOD OF THE ORDER (PUBLIC COMMENT)**

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- Attorney Gross should have a draft of the new MPR policy within the next couple of weeks.
- Commissioner Muhleman thanked Facilities Busby for packing chairs and taking them to STA 65 for the Community Forum.
- Commissioner Erickson commended the volunteers that cooked the chicken for the Rotary during such hot weather at Whaling Days, and Commissioner Muhleman also commended them for the great job they did cooking chicken at Crosby Days.

**ATTENDANCE:**

Commissioner Ken Erickson  
Commissioner Ralph Rogers  
Commissioner Bob Muhleman  
Commissioner Mick McKinley  
Attorney Richard Gross  
Fire Chief Ken Burdette  
Assistant Chief Roy Lusk  
Assistant Chief Jay Lovato  
Division Chief Paul Stewart  
Firefighter Charlie Bratcher

Firefighter Dennis Elliott  
IAFF L-2819 Vice President Steve Davison  
Volunteer Karen Henneman  
Facilities Patrick Busby  
PIO Theresa MacLennan  
HRM Susan Smith  
ASM Monika Carberry  
Staff Assistant Karen Lunden  
Staff Assistant Tammy Sargeant

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**Chairman called for a brief recess at 4:10 PM. Executive Session was anticipated to begin at 4:15 and last approximately 30 minutes. No actions were taken in Executive Session.**

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**NEXT BOARD STUDY SESSION TO BE HELD ON MONDAY, AUGUST 19, 2009, 4:00 PM, ADMIN BUILDING.**

**ADJOURNED AT 5:15 PM.**

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**SECRETARY OF THE DISTRICT**

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**CHAIRMAN**

**Minutes are not official until approved by the Board**