

November 9, 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

Chairman verified a quorum was present.

Additions or Deletions to the Agenda:

Presentation by AC Lovato.

Announcements:

1. Executive Session to discuss litigation, negotiations, and personnel issue.

AC Lovato introduced Station 64 Volunteer Zach Brussard. Brussard graduated last week from the North Bend Fire Training Academy with a 95% average, and was 2nd in his class of 15 students. AC Lovato attended the graduation. Brussard received his Firefighter I and Firefighter II Certification, Haz Mat Ops Certification, and also received the Bull Dog Award and Leadership Award.

CONSENT ITEMS

1. Minutes of BOC Meetings: Regular 10/12/09, Board Study Session 10/28/09, and Board Retreat 10/09/09.
2. Calendar of Events for Fire Services.
3. Vouchers No. 19540 through 19583 in the total amount of \$54,570.50, were presented in accordance with RCW 52.16.050. *(Copy of blanket voucher for the previous voucher run was also provided: Vouchers No. 19486 through 19539 in the total amount of \$57,711.13.)*
4. November payroll for Central Kitsap Fire & Rescue in the amount of \$769,135.28.
5. List of Committees that Commissioners serve on.
6. Letter from Attorney Rick Gross to Kristen K. Waggoner, with Ellis, Li & McKinstry, PLLC.

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

DISCUSSION ITEMS

1. Commissioner Reports:

Commissioner Rogers: He reported that the annual Kitsap County Fire Commissioners & Chiefs Holiday Brunch will be held on Sunday, December 13, 2009 from 11:30 AM to 2:00 PM at Gold Mountain Golf Course. The fee for the event is \$10.00 per person at the door.

Please RSVP to tmooney@skfr.org no later than December 3. All Fire Service personnel are invited to attend.

Commissioner Erickson: He attended a Community Council Meeting on October 21, and the STA 42 Easement Project was discussed. The result of an easement would provide better response time in the Island Lake area.

Commissioner McKinley: He attended an EMS Council meeting today and discussed the direction of the Council for 2010. The Council would like to improve criteria based dispatching. The next meeting is January 20, 2010 at the Readiness Center.

He has been reviewing notes from the recent Snure Seminar he attended in Spokane, and asked if Central Kitsap Fire & Rescue has identified a claims agent and a record designation with the county auditor pertaining to the Tort Claims Act. ASM Carberry answered yes to his question.

Bremerton Fire held a critique of the recent Arnold's Furniture Fire and Central Kitsap Fire & Rescue was mentioned many times for the great job they did, and BC Rob Law in particular was mentioned for the excellent job he did at the scene.

Commissioner Fergus: He reported that he found tremendous value in attending the Commissioner's conference this year. There were two classes in particular that he felt were extremely valuable: *Funding Fire Protection in a Post Recession Economy*, and *RFA Annexations and Mergers*.

He thinks the District should take a serious look at the Benefit Service Charge in 2010.

He is a member of the 9-11 Memorial Committee, and considers it a privilege to serve on the committee. He would like the 9-11 Memorial Committee to be a standing report on future Board meeting agendas.

Commissioner Muhleman: He would like to set aside a Study Session to discuss the Benefit Service Charge.

At 2PM today, he and the Chief met with the Auditor and received an outstanding report. The final report was excellent with only two minor areas to take a closer look at: recommend deposits be made in a timelier manner, and some attention needs to be given to inventory at Central Supply. They did say, however, that both of these areas have shown improvement in the last year.

He gave a brief report regarding the successful United Way fundraiser on November 4, and thanked Chief for allowing SA Lunden to organize the event.

2. **Chief's Report:**

- a. **United Way:** SA Lunden reported on the successful United Way Auction. She reported that the event is truly a team effort, with staff donating items, purchasing items, cooking the lunch, setting up tables, pricing, and much more. The proceeds help 1 out of 2.5 people right here in our community, and she appreciates the opportunity to head up the event. This year the food bank visits are up 35% per month, and Salvation Army is feeding 3,000 more people per month. Central Kitsap Fire & Rescue has contributed over \$13,000.00 to United Way since 2002.

- b. **9-11 Artifact Committee:** AC Lusk will give a status report from the 9-11 Artifact Committee at the Study Session on November 23.
- c. **Easement at STA 42:** The STA 42 easement is the road between Central Valley and Silverdale Way. AC Lusk will keep us informed about this.
- d. **Update on Ladder:** AC Lovato received clarification from Attorney Gross, that mitigation funds can be used to purchase vehicles, equipment, or refurbishing. The Ladder Spec. Committee is continuing to look at additional apparatus, including platforms, and ladder from Kennewick.
- e. **Awards Ceremony:** It is time to start thinking about the 2009 Awards Ceremony.
- f. **Benefit Service Charge:** AC Lovato has set up a meeting with Central Pierce on November 30. Central Pierce has used the benefit service charge for many years. The benefit service charge information gathered from the RFA will also be reviewed. The information will be reviewed at the January Study Session.
- g. **Deferred Comp:** The District is considering adding some additional deferred comp plans. If the Board has no objections with it, a resolution will be forthcoming.
- h. **November Birthday Luncheon:** Chief invited the Board to attend the November birthday luncheon/turkey potluck on November 18 at 11:30AM. Commissioner Muhleman has a birthday on November 18, the day of the luncheon.
- i. **Report from PIO MacLennan:** The District received an award for the "Give Burns the Boot" for the CKFR FF Association to the Northwest Burn Foundation. They collected over \$2533.00 from the community. The money helps pay the cost of camp for children and teen burn victims.

A group of 14 boys and their coach from a Silverdale PeeWee football team met with Station 41C, and then headed out to Parkwood East to hand out fire safety information and batteries and to remind residents to check their smoke alarms and change batteries on November 1.

The first of 15 ice cream parties for the winning classes of the Fire Escape Plans Contest will begin tomorrow.

- j. **Dusty Wiley's Retirement:** A retirement party for Dusty Wiley will be held November 20, at 6 PM at the Kitsap Golf & Country Club.
- k. **Waaga Way Extension:** There will be a ribbon cutting ceremony on November 16, at 12:30 for NW Greaves Way, which is also known as the Waaga Way Extension.
- l. **Cen Com Power Failure:** Human error caused CenCom to lose power over the weekend. It happened at 8:57AM and was fully restored by 11:30 AM. We did have a delay on one of our calls as a result.
- m. **Discussions with Bremerton Fire:** Chief received an email today from Rob Ashmore, and had a discussion with Chief Duke last Friday, regarding Bremerton Fire being in the

process of getting questions together to interview both Central Kitsap and South Kitsap. Hopefully the interviews will be done in the next couple of weeks, then approved by the City Council and by mid December Bremerton Fire would like to sit down and talk with both departments.

- n. **International Code Council:** There was a vote at the International Code Council trying to overturn the sprinkler vote that happened last year, and the vote did not get overturned.
- o. **Audit Report:** Refer to Commissioner Muhleman's report (D1)

3. **Monthly Status Update:**

- **Grants:** No report.

4. **CKFR Revenue & Expense Summary for the Month of September:** ASM Carberry reported that expenditures are ahead of revenue. As of end of September, revenue was at 58.3% and expenses are at 68%. Some tax postings will be seen in October.

5. **Interlocal Agreement:** Chief received an email from Chief Duke explaining that when their attorney reviewed the agreement it was suggested that there should be an addendum to the mutual aid agreement. More to come.

6. **Healthcare Update:** HRM Smith reported that there were no officers present at the last meeting. It was agreed upon to continue with KPS at this time, and continue to look into self-insurance. Next meeting is November 12 at 8 AM at Central Kitsap Fire & Rescue Administration office, at which time the new officer's will be voted in.

FF Elliott reported that there was a strong and unified effort to become educated together on self-insurance.

7. **No Secrets Report:** IAFF L-2819 VP Davison, IAFF L-2819 Asst. VP Bratcher, AC Lovato, and HRM Smith attended the *No Secrets Labor and Management Conference* October 26-28, 2009. AC Lovato reported that it was a great conference, and IAFF L-2819 VP Davison expressed appreciation from Labor to be able to attend the conference.

ACTION ITEMS

1. **Motion to adopt Resolution 09-10 2010 Levy:**

MOTION by Commissioner Fergus to adopt Resolution 09-10 2010 Levy (District with population over 10,000). **SECOND** by Commissioner McKinley. Motion **PASSED** unanimously by all Commissioners present and voting.

2. **Motion to adopt Resolution 09-11 Declaration of Substantial Need for the Purposes of Setting the Limit Factor for the Property Tax Levy for 2010:**

MOTION by Commissioner Rogers to adopt Resolution 09-11 Declaration of Substantial Need for the Purposes of Setting the Limit Factor for the Property Tax Levy for 2010. **SECOND** by Commissioner Fergus. Motion **PASSED** unanimously by all Commissioners present and voting.

3. Motion to adopt Resolution 09-12 - 2010 Budget Certification (including Appendix A Preliminary 2010 Budget):

MOTION by Commissioner Muhleman to adopt Resolution 09-12 – 2010 Budget Certification (including Appendix A Preliminary . **SECOND** by Commissioner Rogers. Motion **PASSED** unanimously by all Commissioners present and voting.

GOOD OF THE ORDER (PUBLIC COMMENT)

- AC Lovato gave a brief report on the Dominican Republic trip that BC Hostetter and other Central Kitsap Fire & Rescue members went on. A more detailed report will be given at a future meeting.

ATTENDANCE:

Commissioner Ken Erickson
Commissioner Dave Fergus
Commissioner Bob Muhleman
Commissioner Ralph Rogers
Commissioner Mick McKinley
Attorney Richard Gross
Fire Chief Ken Burdette
AC Jay Lovato
Division Chief Randy Billick
Battalion Chief Rob Law

IAFF L-2819 VP Steve Davison
Firefighter Charlie Bratcher
Firefighter Dennis Elliott
Volunteer Zach Brussard
Volunteer Karen Henneman
Facilities Patrick Busby
Inspector Roger Nordlander
PIO Theresa MacLennan
ASM Monika Carberry
HRM Susan Smith
Staff Assistant Karen Lunden

Other Attendees: None

Chairman called for a brief recess at 3:51 PM. Board went into Executive Session at 3:55 PM to discuss litigation, negotiations, and personnel issue. Executive session was anticipated to thirty minutes. An extension occurred from 4:30 PM – 5:00 PM, and again at 5:00 PM to 5:26 PM No actions were taken in Executive Session. Reconvened at 5:27 PM.

NEXT BOARD STUDY SESSION TO BE HELD ON MONDAY, NOVEMBER 23, 2009, 4:00 PM, ADMIN BUILDING.

ADJOURNED AT 5:30 PM.

SECRETARY OF THE DISTRICT

CHAIRMAN

Minutes are not official until approved by the Board