

January 25, 2010

A Board Study Session of the Board of Commissioners of Central Kitsap Fire and Rescue was called to order by Chairman Muhleman at 4:01 PM (Admin Building), with Chairman leading the Pledge of Allegiance.

ADMINISTRATIVE ITEMS

Chairman verified a quorum was present. Chairman announced Assistant Chief (AC) Lovato would run the meeting.

Additions or Deletions to the Agenda:

Kitsap Jr. Rodeo Queen and Princess will present plaque to District.

Announcements:

Executive Session to discuss negotiations and personnel issue.

Kitsap Jr. Rodeo Queen Cheyanne Thoma, and Princess Emmalee Nold, presented a plaque to Central Kitsap Fire & Rescue. AC Lovato accepted the plaque on behalf of the District, which read, "In recognition and appreciation for your support and hard work at the 2009 Kitsap Jr. Rodeo."

DISCUSSION ITEMS

- 1. Fire Benefit Charge:** AC Lovato reported that at the end of 2009 a group from Central Kitsap Fire & Rescue (CKFR) visited Central Pierce to discuss the Fire Benefit Charge (FBC). He invited Steve Marstrom, from Fire Service Consulting, Inc. and Neil Blindheim, from Interface Systems to give a presentation today to demonstrate how the FBC would work for CKFR.

Steve Marstrom began with a PowerPoint™ presentation which gave an overview of how the FBC works. He explained that the FBC is an alternative funding mechanism to the \$1.50. It actually lets you exceed the limits of \$1.50 by combining the FBC with \$1.00, not to exceed 60% of your operating budget. The FBC is a voter approved measure up to six (6) years, and the governing board sets the amount annually, at a public hearing. The FBC is only applied to improvements, and is not applied to vacant land.

He explained that even though the original setup is time consuming and administrative activity is high, those that are using it, like it.

Neil Blindheim provided a PowerPoint™ presentation which demonstrated how the FBC database works. He explained that the FBC is square foot based, and the formula uses total square footage of improvements and one of four basic use categories: commercial, apartments, residential, and mobile homes. The data is loaded into a Microsoft Access program and will reside on fire district computers for ease of inquiry and update. The factors must be established by the District. Once established they may be changed from year to year depending upon the needs of the District.

Board Chair called for a 5 minute recess at 5:06 PM. Reconvened at 5:11 PM.

AC Lovato continued with the FBC discussion. He provided the following handout: "Potential Projects Funded from a Fire Benefit Charge." The handout advised, "Based on information contained in last year's CKFR Operational Report, as prepared by Emergency Services Consulting Inc. (ESCi) and the District's capital apparatus and facilities plans, numerous operational and support projects are recommended for action. If staff is authorized to continue work on the FBC, the following projects will be researched further for fiscal and operational impacts. These projects are listed alphabetically, not by priority. The priority of these projects and their eventual implementation will be the subject of future discussion."

- Apparatus
- Facilities
- Staffing

He added that if the Commissioners elect to move forward with the FBC, the staff will continue to develop these projects.

Commissioner Fergus asked if there were any other items that should be added to the three (3) items. AC Lovato answered that training, medical equipment, and tools for the vehicle maintenance shop could be added, as these items have been cut (or reduced) from the budget.

Commissioner Rogers asked if the \$1.00 that is left over is solid and never changes from year to year. AC Lovato will check into this and get clarification.

Commissioner McKinley added that "status quo" is going to require an increase in funding. The Assessor projects a 1.1 million dollar drop in 2011. He would like to see keeping the programs and personnel we have now before looking at any of the three (3) items listed.

2. **Standard of Cover:** AC Lovato advised that House Bill 1756 requires career fire departments to issue an annual report. He handed out draft copies of the 2009 report. The draft included a purpose statement, policy statements, services provided by CKFR, employee information and duties, and response standards and related information. He said that putting the report together was a very time consuming project, but utilizing the Deccan program substantially helped with the preparation.

The "meat" of the report was response time standards. He provided a handout, "Initial Attack Force & Effective Firefighting Force Response Time Targets." CKFR has adopted a turnout standard of ninety (90) seconds which the District should meet 90% of the time. He added that the District is meeting response time targets pretty substantially.

AC Lovato asked the Board to review the draft, and handed out a draft copy of Resolution 10-02. He asked the Board bring the report to the February 8 Board meeting, and adopt Resolution 10-2, Standard of Coverage as the Department's official policy for determining fire resource deployment and response time objectives as outlined in Substitute House Bill 1756.

Commissioner Muhleman stated that the Board appreciated having the data in front of them to review.

3. **Bremerton Update:** AC Lovato reported that last Tuesday, the Bremerton Bargaining Unit met with their Asst. City Attorney and Fire Chief to discuss the merger. They voted to begin a ballot process to select an agency to merge with Bremerton (or not). The three (3) selections on the ballot are: South Kitsap Fire & Rescue, Central Kitsap Fire & Rescue, and Do Nothing. The ballots will be placed in the Stations until Wednesday, and picked up on Thursday. The purpose is to make known to the City what the Bargaining Unit's preference is. The City Council's meeting is February 3, and a potential vote will take place at the following meeting on February 10.

GOOD OF THE ORDER

- None.

ATTENDANCE:

Commissioner Ken Erickson	IAFF L-2819 VP Steve Davison
Commissioner Dave Ferguson	BC Steve Hostetter
Commissioner Bob Muhleman	LT Rick O'Rourke
Commissioner Mick McKinley	ASM Monika Carberry
Commissioner Ralph Rogers	HRM Susan Smith
AC Jay Lovato	PIO Theresa MacLennan
AC Roy Lusk	SA Karen Lunden
DC Paul Stewart	SA Carol Westby

Other Attendees: Neil Blindheim, Interface Systems, Everett Blindheim, Steve Marstrom, Fire Service Consulting, Inc., Kitsap Jr. Rodeo Queen Cheyanne Thoma, Kitsap Jr. Rodeo Princess Emmalee Nold, Bobby, Erica, Anthony and Kylee Morse, Dakota Damschen, Liz Thoma, Skyler, and Josh Farley, Kitsap Sun.

Chairman called for a brief recess at 5:47 PM. Board went into Executive Session at 5:52 PM to discuss negotiations and personnel issue. Executive session was anticipated to last approximately 20 minutes. Reconvened to open session at 6:15 PM. No actions were taken in Executive Session.

NEXT REGULAR MEETING TO BE HELD ON MONDAY, FEBRUARY 08, 2010, 3:00 PM, ADMIN BUILDING.

ADJOURNED AT 6:15 PM.

SECRETARY OF THE DISTRICT

CHAIRMAN

Minutes are not official until approved by the Board