



### **AGENDA**

#### **Board of Commissioners Regular Meeting**

#### **September 9, 2019 – 4:00 PM – Administration Building**

*All matters listed in the Consent Agenda have been distributed to each member of the Board of Commissioners for reading and study, are considered to be routine, and will be enacted by one motion of the Commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.*

---

#### **1. ADMINISTRATIVE ITEMS**

- A. Call to Order/Establish Quorum/Pledge of Allegiance
- B. Additions or Deletions to the Agenda:
- C. Announcements:

---

#### **2. PUBLIC COMMENT RELATED TO CKFR**

*The Board of Commissioners welcomes public comment during regular meetings. Persons may speak for up to three (3) minutes by first stating their name and address.*

---

#### **3. CONSENT ITEMS**

- A. Minutes of BOC Meeting: 8/12/19 & 8/26/19
- B. Vouchers: Current
- C. Calendar of Events for Fire Services

---

#### **4. DISCUSSION / ACTION ITEMS**

- A. Oath of Office & Badge Pinning for Volunteer EMT (Devonte Short) – Chief Oliver
- B. Resolution 19-14 Hiring Authorization for Firefighter/EMT (Joseph Connelly) – Chief Oliver  
✓ **Action Requested to Approve**
- C. Kitsap County Fair and Rodeo Operations Report – LT Dan King
- D. DRAFT No Man's Land Annexation Brochure – Chief Oliver
- E. Commissioner Reports
- F. Chief's Report
- G. CKFR FF Association Report
- H. Local 2819 Report

---

#### **5. CORRESPONDENCE**

- A. Chaldai Foundation LLC
- B. Island Lake Fishing Kids 2019 Committee

---

#### **6. ADJOURN**

---



# CENTRAL KITSAP FIRE & RESCUE

**August 12, 2019**

A Regular Meeting of the Board of Commissioners of Central Kitsap Fire and Rescue (CKFR) was called to order by Chairman West at 4:00 PM (Admin Building), with the Chairman leading the Pledge of Allegiance.

## **1. ADMINISTRATIVE ITEMS**

---

### **A. Call to Order/Establish Quorum/Pledge of Allegiance**

Chairman verified a quorum was present.

### **B. Additions or Deletions to the Agenda**

None.

### **C. Announcements**

- A Local BVFF Meeting was held at 3:30 PM today.
- An Executive Session will be held to discuss the performance of a public employee, pursuant to RCW 42.30.110(1)(g).

## **2. PUBLIC COMMENT/ANNOUNCEMENTS RELATED TO CKFR**

---

None.

## **3. CONSENT ITEMS**

---

### **A. Minutes of BOC Meeting: 7/8/19 & 7/22/19**

### **B. Vouchers: Current**

Vouchers No. 33070 through No. 33136, dated through August 12, 2019, in the total amount of \$940,572.90. This includes and one (1) EFT for \$969.27.

Additional Check Register dated August 12, 2019 for Warrant #101908 for \$3,163.52 to the Employment Security Department – adjustment to the District’s Paid Family Medical Leave premiums.

### **C. Calendar of Events for Fire Services**

*MOTION* by Commissioner Muhleman to approve the consent items, as presented.  
*SECOND* by Commissioner Andrews. Motion **PASSED** unanimously by all Commissioners present and voting.

## **4. DISCUSSION / ACTION ITEMS**

---

### **A. Medic One Foundation Update – Carrie Murphy**

The Presentation was provided Carrie Murphy, Communications Director, accompanied by two other Board members in attendance: Dick West (Chair) and Kim Peterson (Treasurer).

- **Budget:** The Medic One Foundation started out the year budget planning and finalized the 2019 budget. Proposed revenue budget: \$15,401, YTD revenue: \$13,639.

--- MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE BOARD ---

CENTRAL KITSAP FIRE AND RESCUE

August 12, 2019

Page 1 of 7

- **Grants/Donations:**
  - The Foundation received grants from Kitsap Bank totaling \$1,500 to support the community CPR program;
  - \$1,751 from the Silverdale Rotary's "Duck Buck" fund to support CPR/AED training mannequins;
  - \$5,000 grant from PSE Foundation to support community AED distribution;
  - (7) AED unit donations, (4) cabinets, and \$925 from Kitsap County Medical Society (CKFR Paramedic Josh Cooper has been working with the Foundation to place the new AED units and provide training);
  - Multiple donations received in memory of late members and friends of the fire district;
  - Carrie thanked the (22) CKFR employees who continue to do Medic One payroll donation;
- **Events:**
  - April 23<sup>rd</sup>, the Foundation participated in Kitsap Great Give for the 6<sup>th</sup> year, donations totaled \$1,132;
  - May 11<sup>th</sup> the Foundation sponsored the CPR Community Academy at the YMCA. Next event has a tentative date of February 29<sup>th</sup>, 2020;
  - June 1<sup>st</sup>, the Foundation participated in Kids' Day;
- **Foundation Support:**
  - The Foundation purchased (3) stethoscopes for onboarding new paramedics;
  - The Foundation will provide support for the Resuscitation Academy on November 13<sup>th</sup> in coordination with PM Mack Holt (Lead);
  - Grant Writer Virginia Kasper is preparing future grants;
  - Looking to assist in purchasing an automatic CPR device.
- **2018 CK Medic One Contributor of the Year – Kitsap Bank:** Carrie presented the award to Marlene Mitchell, Regional Manager at Kitsap Bank.

**B. Update on County Fair Plan – Chief Sorenson**

Staff members (BC Jason Christian, LT Dan King) have put together a comprehensive 20-page Operations Plan for the 2019 Fair involving multiple agencies. This year, admission is free of charge and the Management is predicting a two-fold increase in attendance. Staff are planning to double staffing the night of the concert. Captain Val Quill has done a great job organizing the volunteers. CKFR is being re-stationed due to the Kids' Carnival.

**C. 2020 Organizational Goals – Chief Oliver**

Updated goals are included in the Board packet. One minor change to the HR section: name change from 'Leadership Architect Series' to 'Leadership Competencies'. The period is from January 1, 2020 through December 31, 2020.

*MOTION by Commissioner Andrews to adopt the 2020 Organizational Goals, as presented.  
 SECOND by Commissioner Earle. Motion PASSED unanimously by all Commissioners present and voting.*

**D. Resolution 19-12 Award Purchase of SCBA Compressor System to Sole Source Supplier (SeaWestern Fire Fighting Equipment) – Chief Sorenson**

Final items to purchase from the 2016 Apparatus & Equipment Bond. Chief Sorenson recognized the research and work of Captain David Stebor on this purchase.

*MOTION by Commissioner Earle to adopt Resolution 19-12 Award Purchase of SCBA Compressor System to Sole Source Supplier (SeaWestern Fire Fighting Equipment), as presented. SECOND by Commissioner Muhleman. Motion PASSED unanimously by all Commissioners present and voting.*

**E. Resolution 19-13 Increase Spending Limit for the Purchase of Two (2) Medic Units – Chief Sorenson**

Staff ran into the same issue last month with the two (2) engines. Prices have increased (inflation, trade in the East). Staff request to increase the spending limit previously authorized on Resolution 19-08, as presented in the packet.

*MOTION by Commissioner Andrews to adopt Resolution 19-13 Increase Spending Limit for the Purchase of two (2) Medic Units, and presented. SECOND by Commissioner Muhleman. Motion PASSED unanimously by all Commissioners present and voting.*

**F. Commissioner Reports**

- **Commissioner Earle:** Attended the Health & Safety Committee meeting on July 31<sup>st</sup>. There's a push to standardize policies and practices. The meeting's topic focused on accident investigation. Commissioner Earle was contacted by a member of the WA Health Insurance Program about coverage. The process is moving along and a decision will be made this fall.
- **Commissioner Andrews:** Gave kudos to PIO LiMarzi and crews involved with the submerged plane incident. Commissioner Andrews' nephew was the first on scene. Participated in the Whaling Days parade.
- **Commissioner Erickson:** No report.
- **Commissioner Muhleman:** Would like to hear more about the CPR program and YMCA event from Chief Oliver at the next Study Session.
- **Commissioner West:** No report.

**G. Chief's Report**

1. **Goldendale Mobilization:** Chief Oliver apologized about the late notification. DNR is pre-positioning crews on the East side. Two (2) CKFR crew members spent two (2) weeks in the Cascades and made it home safely with our equipment. This was a learning experience and differed from previous mobilizations. LT King is currently working through the paperwork.
2. **Community Wildfire Meetings:** Our first community wildfire meeting is scheduled for tomorrow night at Station 53, and the next one on Wednesday night at Station 56. We received excellent feedback from National Night Out. Attendance will be questionable as it continues to rain. We recently hired a GIS contractor to provide us with maps on hazards in Central Kitsap. Chief Oliver will be leading the presentation in cooperation with LT Bill Green (Wildland Coordinator) and PIO LiMarzi.

**Additional Comments:**

Commissioner Erickson proposed questions on the Dickey Road Development.

3. **NML Meeting with County Commissioners:** Staff, Commissioner Muhleman and Attorney Bagwell recently met with the County Commissioners, Administrator, and Assessor and received a sound commitment from them to move forward with the No Man’s Land Annexation process. A Kitsap Sun article came out over the week on this.
4. **GEMT Meeting:** Last week, members from all fire districts in the county and GEMT program administrators from Olympia attended an hour-long GEMT training for Finance at CKFR. It was well attended and overall, well received.
5. **WA State Law on Rentals:** You are now required to give 120-days of notice to end a rental lease in the State of Washington. We are planning to renew our 1-year rental lease on Anderson Hill Road. If we do pass a bond, we would be required to terminate the lease earlier on if we plan to build on that property.

**H. CKFR FF Association Report – Captain Valerie Quill**

Captain Quill presented the July Event Coverage and Captain Ted Fry provided an update on the Crosby Days Chicken Cookout. Chief Oliver expressed appreciation for the work done on the Cookout.

**July 5: Station 53 Standby (1730 – 2200)**

Valerie Quill and Connor Shelton.

**July 12: Station 53 Standby (1630 – 2200)**

Connor Shelton, Billy Garrison and Valerie Quill.

**July 19: Station 53 Standby (1600 – 2200)**

Valerie Quill and Tony Stewart.

**July 23: Rehab at the Readiness Center (0800 – 1600)**

Judy Henneman, Henry Henneman, Rebekah Ramos and Tara Burger.

**July 24: Rehab at the Readiness Center (0800 – 1600)**

Judy Henneman, Henry Henneman, Daniel Fye and Rebekah Ramos.

**July 25: Rehab at the Readiness Center (0800 – 1600)**

Judy Henneman, Henry Henneman, Hector Maldonado and Rebekah Ramos.

**July 26: Station 53 Standby (1730 – 2200)**

Valerie Quill, Connor Shelton and Billy Garrison.

**July 27: Whaling Days Parade (0900 – 1230)**

Steven Atkinson, Ted Fry, Whitney Glebe, Valerie Quill, Connor Shelton, Billy Garrison, Tony Stewart, Aurelia Buhler-Flores, Ed Scholfield, Daniel Fye, DeVonte Short, Kristen Aleccia, Judy Henneman and Henry Henneman.

**July 27: Destruction Derby Aid Crew (1600 – 2100)**

Valerie Quill, Connor Shelton, Billy Garrison, Tony Stewart, Ted Fry, Whitney Glebe and Steven Atkinson.

**July 28: Duck Washing (1300 – 1600)**

Ted Fry, Judy Henneman, Henry Henneman, Rebekah Ramos, Rowdy Wilkinson, Edward Scholfield, David Brisbon and Connor Shelton.

**I. Local 2819 Report – Lt. Dan King**

- **MDA Fundraiser at Cash Brewing raised \$4,800;** total YTD ~\$12,000.
- **AO Terry Fassett Off-Duty Save;** article can be found in the CKFR Weekly. The Local is very proud of Terry.
- **County Fair;** met with KCSO regarding security concerns (no bag checks, no prohibition on dangerous weapons, wide-open access, etc.). Would recommend evaluating these areas of the event with the County Commissioners.

**Chair West called a 10-minute recess to end at 4:45 PM. The meeting reconvened at 4:45 PM for the Bond Planning Workshop.**

**J. Bond Planning Workshop – Chief Oliver**

The purpose of this workshop is for the Board to determine the long-term vision for the district's Capital Facilities needs. Following the workshop, Chief Oliver requests that the Board provide consensus on a Capital Facilities Bond measure.

Chief Oliver and Finance Director Maule presented a slideshow on a Capital Facilities Bond proposal for an August 2020 Election. Dave Fergus of Rice Fergus Miller (the district's Architect of Record) was present to answer questions on the facilities plan. With consideration to all the staff work and work done by AoR, Chief Oliver presents to the Board a \$58.5M Bond that is estimated to provide the district with five (5) new fire stations and four (4) remodels.

**Comments from the Board:**

- **(Andrews)** This workshop was done today because it's a lot of responsibility for two (2) committee members to guide, educate and inform the rest of the Board. We are at a point where we need to address our facilities. From experience, the School District waited too long to address their facilities, and the current Bond doesn't truly address all the needs. It's expensive to build, buy property, and difficult to predict the market. It's ultimately the community's choice to decide if this is too much or too little. I feel that this is the time to move forward and I feel confident that the organization is on the same page (from Economic Summit).
- **(Earle)** The district is dealing with a long time span for bond planning and construction; we have definite needs right now (in 2019) which will become more critical as time goes on—in need for repairs, need for service, and need for new stations. We also have to be aware of the macroeconomics picture and try and pass a bond when times are good and not when we are going through another recession. It seems that the timing is right.
- **(West)** I was also at the Economic Summit meeting with Commissioner Andrews. Our job was to listen to what the other stakeholders had to say.

--- MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE BOARD ---

**CENTRAL KITSAP FIRE AND RESCUE**

**August 12, 2019**

*Page 5 of 7*

We came out of that meeting with a positive outlook, and that if we can bond as an organization, now would be the time to do it. We have spent the last 40 years on personnel and equipment. We have accomplished both of these goals. The facilities were a problem when I joined the district in 1980 as a Fire Chief, and they remain a problem as they have not been addressed. We had great representation on the Capital Facilities Committee throughout the process. Our fire district parallels what the school district has gone through, and if we can take care of all of our facilities needs with \$58.5M covering a similar territory, I feel that is a good buy for the taxpayer. I would like to lead the Board on this decision to direct the Fire Chief to move forward with a Bond proposition.

- **(Muhleman)** I agree with everything that has been said, I have seen all the materials, and I support the district going out to bond.
- **(Erickson)** We have already invested in people and equipment, and now it's time to address our facilities and take advantage of the economy that we have right now. The future is hard to predict, but the timing seems right.

#### **K. Capital Facilities Bond Proposition (August 2020 Election) – Chief Oliver**

*Board Chairman requested that each Board member provide their statement for the District to move forward with a Capital Facilities Bond Proposition for the August 2020 Election for approximately \$58.5 million, an amount which will be finalized at a later date, following the plan outlined in the Bond Planning Workshop.*

*Commissioner Earle – in favor; Commissioner Andrews – in favor; Commissioner Muhleman – in favor; Commissioner Erickson – in favor; Commissioner West – in favor.*

*The Board consensus provided Staff with direction to move forward with the Bond proposition, as described above.*

#### **L. Bond Professional Services Contract – Chief Oliver**

Chief Oliver recommends that we hire a professional company (Liz Loomis Public Affairs) to message the Capital Facilities Bond so that we can accurately inform the district's needs and stay in compliance with PDC elections guidelines. Chief Oliver, Chief Sorenson, Commissioner Andrews and Commissioner Earle have met Liz Loomis and have checked on her references. She comes to the district highly recommended. The contracted amount is above the Fire Chief's spending authority.

***MOTION** by Commissioner Muhleman to authorize the Fire Chief to negotiate and sign a contract with Liz Loomis Public Affairs for strategic communications services from September 1, 2019 through August 30, 2020, not to exceed \$60,000.00 without further Board approval. **SECOND** by Commissioner Andrews.*

#### **Additional Comments:**

**(Earle)** The value of having this consulting service is that they can make staff time more efficient. The cost of the service can be comparable to the staff time saved. We only get one chance to make a first impression.

*Motion **PASSED** unanimously by all Commissioners present and voting.*

--- MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE BOARD ---

**CENTRAL KITSAP FIRE AND RESCUE**

**August 12, 2019**

Page 6 of 7



## 5. CORRESPONDENCE

---

None.

## 6. EXECUTIVE SESSION

---

**Chair West called a 5-minute recess to end at 5:45 PM before the executive session.**

An executive session was held to discuss the performance of a public employee, pursuant to RCW 42.30.110(1)(g) for fifteen (15) minutes, beginning at 5:45 pm to ending at 6:00 PM. There will not be any final action as a result of the executive session. The session concluded at 6:00 PM.

### ATTENDANCE:

Commissioner Dick West  
Commissioner Bob Muhleman  
Commissioner Ken Erickson  
Commissioner Nate Andrews  
Commissioner Guy Earle  
Attorney Ken Bagwell  
Fire Chief John Oliver  
Deputy Chief Jeff Sorenson  
Assistant Chief Mike Tague  
Finance Director Tim Maule  
HR Director Misty Tobin  
IT Manager Bob Morley  
Fleet Manager Tony Schroeder  
HR Assistant Manager Sam Luisi  
Executive Assistant Serena Prince (minutes)

LT Dan King  
PIO Ileana LiMarzi  
LT Steve Davison  
Volunteer Valerie Quill  
Volunteer Steven Atkinson  
Volunteer David Brisbon  
Volunteer Ted Fry

### OTHER ATTENDEES:

John Fenwick  
Carrie Murphy  
Marlene Mitchell  
Curtis Perdue

Karen Henneman  
Kim Peterson  
Dave Fergus

*Next Study Session to be held on Monday, August 26, 2019, 4:00 PM, Admin Building.*

**ADJOURNED AT 6:00 PM.**

*Attested to:*

---

**By Kenneth Bagwell,  
District Secretary**

---

**Chairman**

--- MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE BOARD ---

**CENTRAL KITSAP FIRE AND RESCUE**

**August 12, 2019**

*Page 7 of 7*





# CENTRAL KITSAP FIRE & RESCUE

**August 26, 2019**

A Regular Meeting of the Board of Commissioners of Central Kitsap Fire and Rescue (CKFR) was called to order by Chairman West at 4:00 PM (Admin Building), with the Chairman leading the Pledge of Allegiance.

## **1. ADMINISTRATIVE ITEMS**

---

### **A. Call to Order/Establish Quorum/Pledge of Allegiance**

Chairman verified a quorum was present.

### **B. Additions or Deletions to the Agenda**

None.

### **C. Announcements**

- The Board has been invited for a tour of the completed Maintenance Shop Remodel by Fleet Manager Tony Schroeder following the open meeting.

## **2. CONSENT ITEMS**

---

### **A. Vouchers – Current**

Vouchers No. 33137 through No. 33184, dated July 22, 2019, in the total amount of \$180,071.69 were presented in accordance with RCW 52.16.050.

### **B. Payroll – August**

Payroll was presented in the amount \$1,361,548.47.

### **C. Surplus List**

*MOTION by Commissioner Erickson to approve the consent items, as presented. **SECOND** by Commissioner Muhleman. Motion **PASSED** unanimously by all Commissioners present and voting.*

## **3. DISCUSSION / ACTION ITEMS**

---

### **A. 2016 Apparatus & Equipment Bond Contingency Spending Plan – Chief Sorenson**

As we continue to realize cost saving with equipment purchases in the 2016 Bond, Staff are requesting to make purchases outlined in the Board packet. The District has been in dire need of a passenger van for a long time. The engine that we are building with M&O overlap revenue needs to be equipped, as well as filling in gaps for equipment on reserve apparatus and replacing older equipment. Chief Oliver explained the pontoon replacement/foam collar system. Discussion ensued about the contractor for electronics repairs and warranties.

*MOTION by Commissioner Muhleman to authorize the equipment purchases as presented, utilizing contingency funds from the 2016 Apparatus and Equipment Bond, not to exceed a total amount of \$290,000.00 without further Board approval. **SECOND** by Commissioner Earle. Motion **PASSED** unanimously by all Commissioners present and voting.*

--- MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE BOARD ---

CENTRAL KITSAP FIRE AND RESCUE

August 26, 2019

Page 1 of 3

**B. Financial Report – Finance Director Tim Maule**

Report included in Board packet. As we've been discussing for several months, the main drivers of the favorable variance are GEMT revenue coming in much higher than expected, operating costs, and timing issues with the M&O overlap revenue.

- **GEMT Update:** As of today, we've received all but the Molina Health payment of \$748,000. We should see the final revenues come in the door by the end of August.
- **Interest Rate Trends:** Tim had a conversation with County Investment Pool. The County projects us to go down to nearly 1.5% over the next calendar year.

**Additional Comments:**

(West) With cash variance on the positive side, are there any plans that Staff may want to modify for 2019 that weren't budgeted for, that would be advantageous for the district? (Oliver) The challenge would be executing those purchases with upcoming Bond planning and limited staff time.

**C. Overtime Report – Chief Sorenson**

Report included in Board packet. In June, we had a 6.5% variance that has moved up to 8.4%. Chief Sorenson put in control measures on overtime categories that are in his control. Staff have been more accurately coding overtime in TeleStaff. Among those is Military Leave which is higher than it has been in the past, due also in part to the new State Law.

**D. CPR Program Update – Chief Oliver**

Chief Oliver acknowledged the contributions of the Medic One Foundation for our CPR Program. The program is currently run by PM Doug Bekenyi. We hold a free training at Station 41 on the 3<sup>rd</sup> Thursday of every month. We are planning to increase more classes next year and looking at hiring a PTE or FTE to teach CPR. Chief Oliver provided updates on the YMCA mass-CPR event and the upcoming Kitsap Resuscitation Academy.

**E. WFOA Annual Conference – EA Serena Prince**

Serena provided reminders and deadlines for the upcoming WFOA conference in October. All Board members plan to attend.

**F. \*Item Added: Shop Remodel Tour – Fleet Manager Tony Schroeder:**

Tour to follow the open meeting. All are welcome to join in.

**ATTENDANCE:**

Commissioner Dick West  
Commissioner Bob Muhleman  
Commissioner Ken Erickson  
Commissioner Guy Earle  
Fire Chief John Oliver  
Attorney Ken Bagwell  
Deputy Chief Jeff Sorenson  
Assistant Chief Mike Tague  
Finance Director Tim Maule  
HR Director Misty Tobin  
HR Assistant Manager Sam Luisi  
IT Manager Bob Morley  
Executive Assistant Serena Prince (minutes)

Volunteer Valerie Quill  
Volunteer Ted Fry  
Volunteer David Brisbon

**OTHER ATTENDEES:**

Curtis Perdue  
Karen Henneman

Deli Muhleman

*Next Regular Meeting to be held on Monday, September 9, 2019 at 4:00 PM, Admin Building.*

**ADJOURNED AT 4:24 PM.**

*Attested to:*

---

**By Kenneth Bagwell,  
District Secretary**

---

**Chairman**

# CHECK REGISTER

3B

Central Kitsap Fire & Rescue  
MCAG #: 1162

09/09/2019 To: 09/09/2019

Time: 10:41:06 Date: 09/04/2019  
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2968	09/09/2019	Claims	1	EFT	WA ST DEPT OF REVENUE	391.35	Written From Use Tax Report
2969	09/09/2019	Claims	1	33187	AIRGAS USA LLC	58.78	O2 Tank Refill
2970	09/09/2019	Claims	1	33188	ARAMARK	101.64	Laundry Services - Shop
2971	09/09/2019	Claims	1	33189	ASSOCIATED PETROLEUM PRODUCTS INC	11,003.08	Gas & Diesel Fuel
2972	09/09/2019	Claims	1	33190	BREM-AIR DISPOSAL INC	859.82	Garbage Service
2973	09/09/2019	Claims	1	33191	CASCADE NATURAL GAS CORP	229.50	Natural Gas
2974	09/09/2019	Claims	1	33192	CENTURYLINK BUSINESS SERVICES	44.82	Admin Alarm Panel Service
2975	09/09/2019	Claims	1	33193	CENTURYLINK	140.04	Phone Service
2976	09/09/2019	Claims	1	33194	CENTURYLINK	2,466.00	Phone Service
2977	09/09/2019	Claims	1	33195	COMMERCIAL BRAKE & CLUTCH INC	29.35	Pressure Protection Valve
2978	09/09/2019	Claims	1	33196	DAVE'S SEPTIC SERVICES INC	360.00	Sta 56 Septic Inspection
2979	09/09/2019	Claims	1	33197	STEVEN W DAVISON	19.51	Reimbursement - Travel Redmond Health And Safety Symposium
2980	09/09/2019	Claims	1	33198	DELL MARKETING LP	712.21	OptiPlex 5060 SFF
2981	09/09/2019	Claims	1	33199	DIGESTIVE DISEASE & ENDOSCOPY CENTER LLC	47.10	Controlled Medication Purchase
2982	09/09/2019	Claims	1	33200	ECMS INC	935.52	Bunker Gear Repair
2983	09/09/2019	Claims	1	33201	ESO SOLUTIONS, INC	9,308.62	EPCR Software
2984	09/09/2019	Claims	1	33202	FERRELLGAS	226.58	Propane
2985	09/09/2019	Claims	1	33203	FITNESS INSTALLERS & TECHNICIANS INC	817.50	Preventative Maintenance For Cardiovascular Equipment
2986	09/09/2019	Claims	1	33204	HEALTHFORCE PARTNERS INC	187.50	Telemedicine Consultation
2987	09/09/2019	Claims	1	33205	HIS HANDS LAWN CARE & SERVICES INC	4,730.60	Lawn Care Contract
2988	09/09/2019	Claims	1	33206	HUGHES FIRE EQUIPMENT INC	364.78	Door Handle
2989	09/09/2019	Claims	1	33207	TAMMY KAMPHAUS	121.00	Per Diem - WFOA Conference
2990	09/09/2019	Claims	1	33208	KITSAP 911 PUBLIC AUTHORITY	17,782.92	Cencom Services
2991	09/09/2019	Claims	1	33209	KITSAP PUD #1	305.05	Water
2992	09/09/2019	Claims	1	33210	KITSAP PUD #1	2,374.01	Tele-Contract Services
2993	09/09/2019	Claims	1	33211	KRONOS INCORPORATED	31.78	IVR Service
2994	09/09/2019	Claims	1	33212	LAB ONE INC	7.38	Postage For Oil Samples
2995	09/09/2019	Claims	1	33213	LEVEL 3 COMMUNICATIONS LLC	942.29	Admin Phone Service
2996	09/09/2019	Claims	1	33214	LIFE ASSIST INC	2,192.63	Medical Supplies
2997	09/09/2019	Claims	1	33215	DONALD MAXWELL	1,320.00	Maps
2998	09/09/2019	Claims	1	33216	MES - NORTHWEST	990.19	Uniform Pants
2999	09/09/2019	Claims	1	33217	OFFICE DEPOT	62.73	Office Supplies
3000	09/09/2019	Claims	1	33218	JOHN H. OLIVER	82.50	Per Diem - FORCE 2019 Conference
3001	09/09/2019	Claims	1	33219	PACIFIC OFFICE AUTOMATION	594.58	Usage Charges & Copier Lease
3002	09/09/2019	Claims	1	33220	THOMAS PETEK, PH.D.	300.00	Psychological Evals - Connelly
3003	09/09/2019	Claims	1	33221	PUGET SOUND ENERGY	942.17	Electricity
3004	09/09/2019	Claims	1	33222	PUGET SOUND SENIOR PSYCHOLOGY, LLC	252.80	Reimbursement - Eddings, Gary
3005	09/09/2019	Claims	1	33223	RICE FERGUS MILLER INC	36,819.80	On-Call Design Services
3006	09/09/2019	Claims	1	33224	HEIDI L ROBNETT	121.00	Per Diem - WFOA Conference
3007	09/09/2019	Claims	1	33225	ROSE CITY LABEL	488.00	Jr Firefighter Badge Stickers
3008	09/09/2019	Claims	1	33226	AMY D SANCHEZ	121.00	Per Diem - WFOA Conference
3009	09/09/2019	Claims	1	33227	SEATTLE AUTOMOTIVE DISTRIBUTING INC	118.02	Fuel Filter

# CHECK REGISTER

Central Kitsap Fire & Rescue  
MCAG #: 1162

09/09/2019 To: 09/09/2019

Time: 10:41:06 Date: 09/04/2019  
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3010	09/09/2019	Claims	1	33228	SHANK, DEAN	176.20	LEOFF 1 Medical Reimb
3011	09/09/2019	Claims	1	33229	SILVERDALE WATER DISTRICT	735.39	Water
3012	09/09/2019	Claims	1	33230	SILVERDALE WATER DISTRICT	1,475.85	June 2019 Shared Costs
3013	09/09/2019	Claims	1	33231	SUMMIT LAW GROUP PLLC	1,971.00	Legal - General Labor
3014	09/09/2019	Claims	1	33232	SYSTEMS DESIGN WEST, LLC	7,027.75	July 2019 Transport Billing
3015	09/09/2019	Claims	1	33233	THE DOCTORS CLINIC	152.00	New Hire Physicals/Misc Screenings - Connelly, Gonzalez
3016	09/09/2019	Claims	1	33234	UNITED HEALTHCARE SERVICES	155.66	Medic Transport Overpayment
3017	09/09/2019	Claims	1	33235	US BANK CORPORATE PAYMENT SYSTEM	34,448.18	August Statement
3018	09/09/2019	Claims	1	33236	VERIZON WIRELESS	2,172.87	Cell Phones
3019	09/09/2019	Claims	1	33237	BRIAN R VOSS	317.85	Ferry Expenses - Fire Academy
3020	09/09/2019	Claims	1	33238	WA ST BOARD FOR VOLUNTEER FIREFIGHTERS	30.00	Disability Insurance For New Volunteers - Nededog
3021	09/09/2019	Claims	1	33239	WA ST DEPT OF NATURAL RESOURCES	461.44	Brush Truck Radio
3022	09/09/2019	Claims	1	33240	WA ST DEPT OF RETIREMENT (EFT)	298.60	July 2019 NLEC For Mobilization
3023	09/09/2019	Claims	1	33241	WAVE BROADBAND	61.15	High Speed Internet
3024	09/09/2019	Claims	1	33242	WESTBAY AUTO PARTS	120.40	Auto Parts
3025	09/09/2019	Claims	1	33243	WESTCOAST FIRE & RESCUE	491.76	Holmatro Combi Blade
3026	09/09/2019	Claims	1	33244	WHA INSURANCE AGENCY INC	9,087.00	Agent Compensation For Enduris Policy #613
3027	09/09/2019	Claims	1	33245	ZOLL MEDICAL CORPORATION	412.02	Electrodes
						156,675.25	
001 GENERAL FUND						1,173.40	
003 TECH RESCUE ILA						750.62	
320 CAPITAL PROJECTS FUND- BOND						<u>158,599.27</u>	Claims: 158,599.27
* Transaction Has Mixed Revenue And Expense Accounts						158,599.27	

# CHECK REGISTER

Central Kitsap Fire & Rescue  
MCAG #: 1162

09/09/2019 To: 09/09/2019

Time: 10:41:06 Date: 09/04/2019  
Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
-------	------	------	--------	-------	----------	--------	------

---

We, the undersigned of Central Kitsap Fire and Rescue, do hereby certify that the materials have been furnished, the services rendered, the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation. We certify and that the claims are just, due and unpaid obligation against the District and that the checks noted above are approved for payment.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Vice Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Finance or HR Director

# September 2019

Payroll/Voucher Assignment: **ERICKSON**

<i>Monday</i>	2	<i>Holiday</i>	<i>Labor Day (Admin Office Closed)</i>	
Wednesday	4	8:30 AM	Chief's Meeting: <b>ERICKSON, WEST</b>	Chief's Office
Wednesday	4	1:00 PM	Chief's Meeting: <b>MUHLEMAN, _____</b>	Chief's Office
Wednesday	4	3:30 PM	Chief's Meeting: <b>EARLE, ANDREWS</b>	Chief's Office
<b>Monday</b>	<b>9</b>	<b>4:00 PM</b>	<b>Board Meeting – Regular</b>	<b>CKFR</b>
Wednesday	18	8:30 AM	Chief's Meeting: <b>ERICKSON, MUHLEMAN</b>	Chief's Office
Wednesday	18	1:00 PM	Chief's Meeting: <b>ANDREWS, WEST</b>	Chief's Office
Wednesday	18	3:30 PM	Chief's Meeting: <b>EARLE, _____</b>	Chief's Office
<b>Monday</b>	<b>23</b>	<b>4:00 PM</b>	<b>Board Meeting – Study Session</b>	<b>CKFR</b>
Tuesday	24	7:00 PM	Kitsap County Fire Commissioners Association Meeting	Poulsbo Fire



# October 2019

Payroll/Voucher Assignment: **MUHLEMAN**

Wednesday	2	9:00 AM	Kitsap Risk Management Group Meeting: <b>ERICKSON</b>	CKFR
Wednesday	2	1:00 PM	Budget Committee Meeting: <b>WEST, MUHLEMAN</b>	CKFR Small MPR
Wednesday	9	8:30 AM	Chief's Meeting: <b>MUHLEMAN, ERICKSON</b>	Chief's Office
Wednesday	9	1:00 PM	Chief's Meeting: <b>WEST, _____</b>	Chief's Office
Wednesday	9	3:30 PM	Chief's Meeting: <b>EARLE, ANDREWS</b>	Chief's Office
<b>Monday</b>	<b>14</b>	<b>4:00 PM</b>	<b>Board Meeting – Regular</b>	<b>CKFR</b>
Monday	21	1:00 PM	Chief's Meeting: <b>WEST, _____</b>	Chief's Office
Tuesday	22	1:00 PM	Chief's Meeting: <b>MUHLEMAN, ERICKSON</b>	Chief's Office
Tuesday	22	3:30 PM	Chief's Meeting: <b>EARLE, ANDREWS</b>	Chief's Office
Wed.-Sat.	23-26		WFCA Annual Conference at Tulalip Casino Resort * <i>Snure Seminar on 10/23, Conference on 10/24</i>	
<b>Monday</b>	<b>28</b>	<b>4:00 PM</b>	<b>Board Meeting – Study Session</b>	<b>CKFR</b>
Tuesday	29	7:00 PM	Kitsap County Fire Commissioners Association Meeting	Bainbridge Island Fire

# November 2019

Payroll/Voucher Assignment: **WEST**

Wednesday	6	8:30 AM	Chief's Meeting: <b>MUHLEMAN, WEST</b>	Chief's Office
Wednesday	6	1:00 PM	Chief's Meeting: <b>ERICKSON, _____</b>	Chief's Office
Wednesday	6	3:30 PM	Chief's Meeting: <b>EARLE, ANDREWS</b>	Chief's Office
Monday	11	<i>Holiday</i>	<i>Veterans Day (Admin Office Closed)</i>	
<b>Tuesday</b>	<b>12</b>	<b>4:00 PM</b>	<b>Board Meeting – Regular</b>	<b>CKFR</b>
Wednesday	20	8:30 AM	*Chief's Meeting: <b>MUHLEMAN, WEST</b>	Chief's Office
Wednesday	20	1:00 PM	*Chief's Meeting: <b>ERICKSON, _____</b>	Chief's Office
Wednesday	20	3:30 PM	*Chief's Meeting: <b>EARLE, ANDREWS</b>	Chief's Office
<b>Monday</b>	<b>25</b>	<b>4:00 PM</b>	<b>Board Meeting – Study Session</b>	<b>CKFR</b>
Tuesday	26	7:00 PM	Kitsap County Fire Commissioners Association Meeting	CKFR
Thursday	28	<i>Holiday</i>	<i>Thanksgiving Day (Admin Office Closed)</i>	
Friday	29	<i>Holiday</i>	<i>Day after Thanksgiving (Admin Office Closed)</i>	

Includes Mid-Quarter Briefing with Finance Director Tim Maule

# December 2019

Payroll/Voucher Assignment: **ANDREWS**

Wednesday	4	8:00 AM	Chief's Meeting: <b>MUHLEMAN</b> , _____	Chief's Office
Wednesday	4	9:00 AM	Kitsap Risk Management Group Meeting: <b>ERICKSON</b>	CKFR
Wednesday	4	1:00 PM	Chief's Meeting: <b>WEST</b> , _____	Chief's Office
Wednesday	4	3:30 PM	Chief's Meeting: <b>EARLE, ANDREWS</b>	Chief's Office
Saturday	7	12:00 PM	KCFCA Annual Brunch / December Regular Meeting	Clearwater Casino
<b>Monday</b>	<b>9</b>	<b>4:00 PM</b>	<b>Board Meeting – Regular</b>	<b>CKFR</b>
<b>Monday</b>	<b>23</b>	<b>4:00 PM</b>	<b>Board Meeting – Study Session</b>	<b>CKFR</b>
<i>Wednesday</i>	<i>25</i>	<i>Holiday</i>	<i>Christmas Day (Admin Office Closed)</i>	



**RESOLUTION 19-14**

**Hiring Authorization for Firefighter/EMT (Connelly)**

September 9, 2019

**WHEREAS**, Central Kitsap Fire & Rescue has held a competitive test and oral interviews for one (1) Firefighter/EMT position.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the Board of Commissioners of Central Kitsap Fire and Rescue to formally approve the hiring of the following full-time employee, **effective September 23, 2019**, as listed below:

**1. Joseph Connelly**

Salary and benefits will be as outlined under the current Collective Bargaining Agreement for the applicable entry-level positions.

**ADOPTED**, this 9<sup>th</sup> day of September, 2019.

\_\_\_\_\_  
DICK WEST, Chairman

\_\_\_\_\_  
BOB MUHLEMAN, Vice Chairman

\_\_\_\_\_  
NATE ANDREWS, Commissioner

\_\_\_\_\_  
KEN ERICKSON, Commissioner

*ATTEST:*

\_\_\_\_\_  
KENNETH BAGWELL, District Secretary

\_\_\_\_\_  
GUY EARLE, Commissioner

# CHALDAI FOUNDATION LLC

1700 SE MILE HILL DRIVE  
SUITE 214  
PORT ORCHARD, WA 98366

5A



Central Kitsap Fire and Rescue  
5300 NW Newberry Hill Road, Suite 101  
Silverdale WA 98383

Chaldai Foundation LLC extends appreciation and gratitude to the Central Kitsap Fire and Rescue members for their extraordinary contribution and exemplary service to SolFest June 28 – 30 2019:

Each of these individuals conveyed pride in community and commendable service to others during their service period at SolFest. Their exemplary attitude, attention to detail, and willingness to serve and be flexible within the activities and scheme of SolFest says much about each individual's character and outlook on life. We can't thank each of them enough for their service at SolFest and as a dedicated Central Kitsap Fire and Rescue member. We commend you as a leader of such fine individuals.

Please feel free to visit us at any time or call upon us to meet your needs.

Best Regards,

Victoria Whitney  
Director  
360-440-9448





**To: CK Fire & Rescue, Fire Station #41**  
**From: Island Lake Fishing Kids 2019 Committee**  
 Arvilla Ohlde, Committee Chairperson  
**Date: July 2019**  
**Subject: Acknowledgements for the Island Lake Fishing Kids 2019 Event**

Attached, you will find a small document that the above committee has prepared to acknowledge and thank the CK Fire & Rescue, Fire Station #41 for their support for this year's Island Lake Fishing Kids Event. We can't thank you enough for allowing the planning committee to use the meeting room at Fire Station #41 to prepare for this event.

C.A.S.T. for Kids Foundation has already sent out thank you letters to the county and sponsors but as with last year we have taken it this additional step. We thought you would enjoy a small sampling of pictures to see how much fun goes on at Island Lake.

Links are supplied in the document if you care to see many more pictures taken that day. The document is available in Adobe pdf format. If you would like a copy, please send an email to Arvilla Ohlde as listed below.

Sincerely,

**Committee Chairperson**

Arvilla Ohlde  
 Secretary, Bremerton Sportsmen's Club  
 15191 E. State Route 106  
 Belfair, WA 98528  
 360-275-3409  
 Email: [Arvilla@hctc.com](mailto:Arvilla@hctc.com)

**C.A.S.T. for Kids Foundation Contact**

Bernadette Darby  
 Operations Mgr/NW Regional Director  
 297 SW 41st St.  
 Renton, WA 98057  
 425-251-3202  
 Email: [bernadette@castforkids.org](mailto:bernadette@castforkids.org)







### **To our Sponsors and Volunteers:**

A great big "Thank You" to all our wonderful sponsors and volunteers for helping put on another successful year (13<sup>th</sup>) of a great family event at Island Lake County Park. We are sharing these photos with you as a thank you for the support you gave us to introduce families and especially children to fishing. We hope that with continued support this can be a platform for more positive activities for the children of today and the future.

The event is the Saturday before Father's Day each year (June 15 this year). Though only one day, it takes months of planning. The C.A.S.T. for Kids Foundation (Catch A Special Thrill) is the base support organization with local sporting and fishing clubs organizing and running the event.

### **The following is a quick look at this year's event:**

The long open swim beach at Island Lake County Park provided an area that could be netted off to contain trout and be a safe place to learn to fish. We had six sessions of 50 kids each, consisting of 15 minutes of instruction and 45 minutes of guided fishing.

As each group of kids checked in they were handed their t-shirts before heading down to hear a water safety talk by a Kitsap County Sheriff Deputy. They next met with their guides for the day, were given some quick instructions and handed their Cadence rods and reels already rigged for fishing. Each child had the opportunity to catch 2 fish. Fishing proved more challenging this year. Out of safety concerns, we tried barbless hooks. The lake water was very warm and the fish tended to cluster in the deeper part of the netted lake. It may have taken longer, but every child managed to catch their limit. The Fish Cleaning Station was kept busy all day insuring that the day's catch was ready for dinner when the families got home.

We were again blessed with good weather. Everyone had a great time. For many families this was not only an introduction to fishing but also to Island Lake County Park. Their praise of both was overwhelming.

State Fish and Wildlife (WDFW) provided the catchable size trout. After the event, the nets were removed and the beach cleaned and ready for summer swimmers. Once the netting is gone the fish quickly disperse into the lake and are ready for public fishing at the designated fishing pier and safely beyond the swim beach.



## **Sponsor Recognition**

The price per participant is \$7.50 which really only covers about a quarter of the actual cost for the event. To cover the remainder we depend on a loyal group of sponsors. The following are those organizations, companies or individuals who donated cash, goods and/or manpower:

### **Sponsorships & Donations**

C.A.S.T. for Kids Foundation, Bremerton Sportsmen's Club, Kitsap Poggie Club, Long Lake Bass Club, Silverdale Rotary, Commissioner Robert Gelder, CHI Franciscan Harrison Hospital, Suquamish Tribe, IMO Scott Harrington (Carlson/Overly/Gantala/Harrington), Amanda G Mayes Dentistry, Kitsap Credit Union, Les Schwab, Olympia Federal Savings, Sound Excavation Inc., Westbay Auto Parts, Local Wrench Inc., 4 Corners Tavern, Columbia Bank, Frank Torres, Kitsap Community Foundation - Great Give, Tessa Lei.

### **In-Kind Support**

Kitsap County Parks, CK Fire & Rescue - Fire Sta. #41, WDFW, Girl Scout Troop 50555, Kitsap County Sheriff Marine Div., Blue Water Distributing, Pacific Raider Fisheries, Scott McLendon Hardware #1, Central Market, Costco NW Region-Silverdale Warehouse, Erin Click Family, Bremerton Walmart, Dick's Sporting Goods, Dave Shorett (Outdoor Writer), Sportco in Fife, Cabela's, Sportsman's Warehouse, Silverdale Starbucks, Bi-Mart - Port Orchard, Olympic HS Key Club, Underwater Search & Rescue, and U.S. Navy & Marines Security Forces at Bangor Submarine Base.

## **Event Highlights**

Once again, at the first session at 9:00 in the morning the young fishers had to battle with local ospreys for their catch. In another session a fish broke off the line and could be tracked around the lake as the bobber marked its path. For the underage fishermen, we again had a special "pond" with prizes to be hooked and taken home. We had some exceptional articles for prizes this year. Each session had winners of tackle boxes, gear packs, water bottles, ball caps, gift certificates, and copies of Dave Shorett's book *Olympic Mountains Fishing Guide*. Erin Click and her family outdid themselves providing the volunteers with an excellent BBQ lunch and snacks throughout the day. Underwater Search & Rescue again had divers comb the swim area lake bottom for errant fish hooks and other gear.

## **County Employee Recognition**

**Rachael Fleck & Jackson Lee** of Parks, for their coordination of services (assisted by retired Lori Raymaker).

**Angie Hauschel** of Parks, kept registration on track making sure all 300 slots got filled.

**Sylvia Sims**, Administration Office, worked tirelessly the whole day at the sign-in station.

**Deputy Jason Hedstrom**, of the Sheriff Marine Patrol, gave his excellent safety demonstrations.

**Parks groundskeepers for Island Lake**, they kept the park in order and the bathrooms clean.

Thank you again for your continued support and enjoy the pictures that follow.

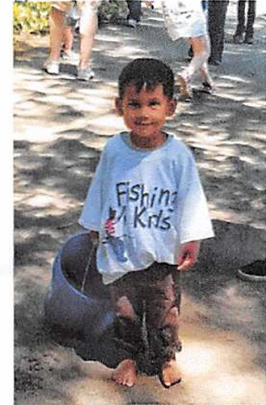
### **Committee Chairperson**

Arvilla Ohlde  
Secretary, Bremerton Sportsmen's Club  
15191 E. State Route 106  
Belfair, WA 98528  
360-275-3409  
Email: [Arvilla@hctc.com](mailto:Arvilla@hctc.com)

### **C.A.S.T. for Kids Foundation Contact**

Bernadette Darby  
Operations Mgr/NW Regional Director  
297 SW 41st St.  
Renton, WA 98057  
425-251-3202  
Email: [bernadette@castforkids.org](mailto:bernadette@castforkids.org)





For more pictures of the June 2019 and past Island Lake Fishing Kids events see the following link:

[Island Lake Fishing Kids](http://castforkids.org/event/islandlakefk/)

<http://castforkids.org/event/islandlakefk/>

 [View All Event Photos](#)

