

Board of Fire Commissioners Meeting Minutes

1825 South Lake Stevens Road, Lake Stevens, WA 98258

February 2, 2017

1730 hours

CALL TO ORDER

Chairman Steinruck called the meeting to order at 1730 hours.

PLEDGE OF ALLEGIANCE

ROLL CALL

Chairman Steinruck, Vice Chair Gagnon, Commissioner Elmore, Chief O'Brien, Deputy Chief Huff, Deputy Chief/Fire Marshal Messer, Administrative Director Leah Schoof, Assistant Fire Marshal Dave Petersen and City Council Member Rauchel McDaniel

ADDITIONAL AGENDA ITEMS

Executive session requested

MINUTES

Minutes 17-01-19

Motion to approve the January 19, 2017 Commissioner Meeting minutes as submitted.
Motion by Vice Chair Gagnon and 2nd by Commissioner Elmore.
Vote Unanimous.

FINANCIAL REPORT

Vouchers

Chief O'Brien explained

Motion to approve Capital Fund Vouchers dated February 2, 2017 in the total amount of \$5,333.29 as submitted.
Motion by Commissioner Elmore and 2nd by Chairman Steinruck.
Vote Unanimous.

Motion to approve Strategic Fund Vouchers dated February 2, 2017 in the total amount of \$9,778.23 as submitted.
Motion by Chairman Steinruck and 2nd by Commissioner Elmore.
Vote Unanimous.

Motion to approve Expense Fund Vouchers dated February 2, 2017 in the total amount of \$29,826.53 as submitted.
Motion by Vice Chair Gagnon and 2nd by Chairman Steinruck.
Vote Unanimous.

Expense Reports

Line Item 522.10.44.002 - Newsletters / Publications; line item has 63% remaining; we have a heavy focus on communications this year

Line Item 522.10.49.002 - Special Events / Hospitality; line item has 67% remaining due to 2016 invoices not submit until 2017

CORRESPONDENCE

None

OLD BUSINESS

Discussion

Strategic Planning Update

Chief O'Brien noted that strategic planning is moving along well. BERK is putting together a final draft to share by the end of this month, and to submit for review in March.

Training Consortium Update

Mask and Fit testing are being done together. We've had good reports, along with Everett and Mukilteo. Chief O'Brien shared a final draft of the local agreement. It is a hold harmless agreement that can be terminated with 30 days notice, and does not include any penalties. It's been reviewed by attorney Brian Snure and Chief O'Brien is seeking approval to execute the contract.

Chairman Steinruck confirmed the initial term is 2 years; however there is a 30 days notice termination clause.

Commissioner Elmore would like to confirm that a million dollar insurance policy is adequate and Chief O'Brien confirmed that the attorney has approved the contract.

Chief O'Brien also noted a MOU is being worked on to ensure the respective district's Chief supervises the day-to-day operations and work flow of its employee.

Motion to authorize Chief O'Brien to approve the Interlocal government agreement regarding the training consortium.
Motion by Chairman Steinruck and 2nd by Commissioner Elmore.
Vote Unanimous.

Information Technology Assessment

Chief O'Brien met with the city administrator to discuss the IS Outsource report. The new administrator has gone over the report and understands the fire district will be reviewing alternatives to the current arrangement.

Local 3235 Collective Bargaining Agreement

Chief O'Brien noted that the bargaining process is going well, and appreciates the efforts of all the bargaining team members.

Action

Locution Station Alerting System / Resolution 2017-01 Bid Waiver

Deputy Chief/Fire Marshal Messer reviewed the locution station alerting system. The contract was sent to attorney Brian Snure for review and has been approved.

Motion to adopt Resolution 2017-01 Waiver of Competitive Bidding Requirements as submitted.
Motion by Commissioner Elmore and 2nd by Vice Chair Gagnon.
Vote Unanimous

NEW BUSINESS

Discussion

None

Action

None

CHIEF'S REPORT

Schedule Update

The first meeting in March conflicts with the Northwest Leadership seminar. The group changed the commissioner meeting from Thursday, March 2nd to Thursday, March 9th at 1730.

City of Lake Stevens Update

Rauchel McDaniel: Discussion of highway 9 and 204. Open house on March 8th at 6pm at Hillcrest Elementary. Concept designs – no flyover and no obstruction of the mountain view. Downtown updates, so you can see the lake from Main Street. Getting a new public works director March 6th.

WFC / WFCALegislative Day Update

Chief O'Brien noted it was a great trip to Olympia. He noted there is a lot of concern with the McLeary issue, with a priority of sustainable funding. Chief O'Brien noted there was also discussion regarding wildland mobilization pre-positioning equipment. In addition fire authority legislation was discussed, regarding allowing fire authorities to assess a fire service benefit charge for tax exempt housing and properties.

Coffee with the Chiefs Update

Chief O'Brien was pleased to have three community members attend, in addition to Lake Stevens Fire members, for a great discussion.

Northwest Leadership Seminar

The Northwest Leadership Seminar is scheduled for March 1-3, 2017 in Portland, Oregon. Chief O'Brien asked the Commissioners to please let us know if they would like to join us.

The next Regular Commissioner Meeting is scheduled for 5:30pm Thursday, February 16th at the HQ Board Room located at 1825 South Lake Stevens Road, Lake Stevens, WA.

GOOD OF THE ORDER

Commissioner Elmore thanked everyone for their hard work and really appreciates all the hard work on the training consortium and location.

Vice Chair Gagnon appreciates the information and updates that are consistently provided.

Chairman Steinruck attended the annual commissioner's banquet and meeting, and appreciated the opportunity to meet people from other areas. He also wanted to share his appreciation for the leadership, and all members of Lake Stevens Fire.

EXECUTIVE SESSION

- Regarding the performance of a public employee pursuant to RCW 42.30.110 (1) (g)
- Regarding contract negotiations pursuant to RCW 42.30.140 (4) (a)
- Regarding real estate pursuant to RCW 42.30.110 (1) (c)

Chairman Steinruck requested an executive session regarding the performance of a public employee, contract negotiations, and real estate pursuant to RCWs 42.30.110(1)(g), 42.30.140(4)(a), and 42.30.110(1)(c) respectively, for 20 minutes at 1805 hours with no expected action to follow. Executive session included Chairman Steinruck, Vice Chair Gagnon, Commissioner Elmore, Chief O'Brien, Deputy Chief Huff, and Deputy Chief/Fire Marshal Mike Messer.

Chairman Steinruck reconvened the open public meeting at 1825 hours and there was no action taken. The meeting moved forward with Adjournment.

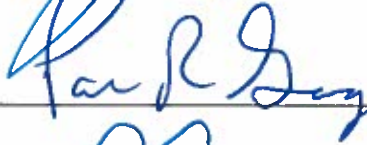
ADJOURNMENT

Motion to adjourn the meeting at 1825 hours.
Motion by Chairman Steinruck and 2nd by Vice Chair Gagnon.
Vote Unanimous.

Minutes respectfully submitted by Leah Schoof, Administrative Director.



Chairman Jim Steinruck



Vice Chair Paul Gagnon



Commissioner Troy Elmore



Chief Kevin K. O'Brien