

Board of Fire Commissioners Meeting Minutes

1825 South Lake Stevens Road, Lake Stevens, WA 98258

June 1, 2017

1730 hours

CALL TO ORDER

Vice Chair Gagnon called the meeting to order at 1732 hours.

PLEDGE OF ALLEGIANCE

ROLL CALL

Vice Chair Gagnon, Commissioner Elmore, Chief O'Brien, Deputy Chief Huff, Deputy Chief/Fire Marshal Messer, Administrative Director Leah Schoof, Captain Ron Rasmussen, Assistant Fire Marshal David Petersen, City Council Member Raichel McDaniel, Guest City Council Candidate Michele Hampton, and Communications Director/District Secretary Laana Larson.

Chairman Steinruck is an excused absence.

ADDITIONAL AGENDA ITEMS

None

MINUTES

Minutes 17-05-18

Motion to approve the May 18, 2017 Commissioner Meeting minutes as submitted.
Motion by Commissioner Elmore and 2nd by Vice Chair Gagnon.
Vote Passed, Chairman Steinruck is an excused absence.

FINANCIAL REPORT

Vouchers

Motion to approve Expense Vouchers dated May 26, 2017 in the total amount of \$28,168.03 as submitted.
Motion Commissioner Elmore by and 2nd by Vice Chair Gagnon.
Vote Passed, Chairman Steinruck is an excused absence.

Motion to approve Capital Vouchers dated May 26, 2017 in the total amount of \$754.93 as submitted.
Motion by Vice Chair Gagnon and 2nd by Commissioner Elmore.
Vote Passed, Chairman Steinruck is an excused absence.

Motion to approve Strategic Fund Vouchers dated May 26, 2017 in the total amount of \$6,374.35 as submitted.
Motion by Commissioner Elmore and 2nd by Vice Chair Gagnon.
Vote Passed, Chairman Steinruck is an excused absence.

Expense Line Item Review Summary

Administrative Director Leah Schoof commented there are no new items to review. We are watching a couple line items from February and April with anticipated expenses.

Expense Reports

Commissioner Elmore commented in review of operational expenses, he asked for confirmation that we are not cutting back on training registration this year.

Administrative Director Leah Schoof commented this is a great question for BC Ray Kosiba, this line item is only slightly over.

CORRESPONDENCE

None

OLD BUSINESS

Discussion

Capital Facility Update

Chief O'Brien commented we continue to work with AESI on our contract for environmental studies for Station 81 as well as a geotechnical study. We are getting close to working out the details and we continue to move forward. Chief O'Brien thanked Deputy Chief/Fire Marshal Messer for his efforts in this area.

Action

None

NEW BUSINESS

Discussion

Resolution 2017-04 EMS Levy Lid Lift

Chief O'Brien introduced a draft resolution 2017-04 EMS Levy Lid Lift and gave a PowerPoint presentation with an update on emergency services.

Chief O'Brien explained our research recommends an EMS Levy Lid Lift this fall which would go into effect next year. The Emergency Services Update included the following topics:

- Call volume and service area
- Services provided
- Accountability to taxpayers
- Expected growth for Lake Stevens
- Rising cost factors
- Funding emergency services
- Declining EMS Levy rate
- Meeting community needs
- EMS Levy Lid Lift

Commissioner Elmore asked how difficult it would be to get information from the county regarding the growth of our district including unincorporated areas.

Administrative Director Leah Schoof commented we can ask and try to find out.

Vice Chair Gagnon asked if there were any additional questions regarding the Emergency Services Update. There were no additional questions asked.

Chief O'Brien commented if there are any additional questions, feel free to visit our website for more information or you are welcome to call or email him directly. He also offered hard copies of the presentation for anyone interested.

Chief O'Brien commented we are looking for action at the next Commissioner Meeting on the 15th with the Commissioners' consideration and any public feedback, so that we can file in a timely manner. Our next Commissioner Meeting is scheduled for 5:30pm Thursday, June 15th at this same location.

Action

None

CHIEF'S REPORT

Community Resource Paramedic Program Grant Update

Chief O'Brien commented we are looking forward to a regional grant for our CRP program, as this would improve care and reduce costs. There is a good chance this could happen although we are just in the beginning phase. Part of it has evolved to include all counties in western Washington with the goal to fund the CRP program throughout the region. We will continue to keep you posted.

Commissioner Elmore asked if there would be any impacts to our current ILA.

Chief O'Brien commented it will improve our service, and we would continue with what we have in place today. It is a

very proactive program and it can reduce overall healthcare costs.

Dispatch Newsletter Update

Chief O'Brien commented our *Dispatch Newsletter* was sent out via direct mailing last week. He thanked Communications Director Laana Larson for her efforts with this project.

Retirement Ceremony for PM Weisenberger

A reminder for the upcoming Retirement Ceremony for Paramedic Dennis Weisenberger this Saturday, June 3rd at the Conference Center from 2 – 4:30pm. The program begins at 2:30pm.

Health & Safety Fair

Our annual Health & Safety Fair is scheduled for Saturday, June 10th from 10am – 2pm. We have 42 booths confirmed and 7 of them are first time booths. Over 50 prizes have been donated by the community to the free raffle.

City of Lake Stevens Update

City Council Member Raichel McDaniel commented the City continues to prep the modulars for their staff with the goal of moving in right after Aquafest.

LSF Open House

Our LSF Open House is scheduled for Wednesday, June 28th from 6-8pm at our downtown Station 81. We plan to have information about the EMS Levy Lid Lift, a vehicle extrication, a thank to the community for funding Engine 81 with a wet down ceremony, as well as leadership oaths and recognition of years of service.

Just a reminder our next Regular Commissioner Meeting is scheduled for 5:30pm Thursday, June 15th at the HQ Board Room located at 1825 South Lake Stevens Road, Lake Stevens.

GOOD OF THE ORDER

Commissioner Elmore thanked everyone for their efforts.

Vice Chair Gagnon thanked Chief O'Brien for his presentation and thanked him for keeping it simple. He also thanked the staff and members for all they do.

EXECUTIVE SESSION

None

ADJOURNMENT

Motion to adjourn the meeting at 1804 hours.
Motion by Commissioner Elmore and 2nd by Vice Chair Gagnon.
Vote Passed, Chairman Steinruck is an excused absence.

Minutes respectfully submitted by Laana Larson, Communications Director/District Secretary.

Chairman Jim Steinruck

Vice Chair Paul Gagnon

Commissioner Troy Elmore

Chief Kevin K. O'Brien