

# Board of Fire Commissioners Meeting Minutes

1825 South Lake Stevens Road, Lake Stevens, WA 98258

January 3, 2019

1730 hours

## CALL TO ORDER

Chairman Elmore called the meeting to order at 1730 hours.

## PLEDGE OF ALLEGIANCE

## ROLL CALL

Chairman Elmore, Vice Chair Steinruck, Commissioner Gagnon, Chief O'Brien, Deputy Chief Huff, Deputy Chief/Fire Marshal Messer, and Director of Finance & Administration Leah Schoof.

## ADDITIONAL AGENDA ITEMS

None

## MINUTES

### **Minutes 18-12-13**

Motion to approve the December 13, 2018 Commissioner Meeting minutes as submitted.  
Motion by Vice Chair Steinruck and 2<sup>nd</sup> by Chairman Elmore.  
Vote Passed, Commissioner Gagnon Abstained.

### **Minutes 18-12-20**

Motion to approve the December 20, 2018 Commissioner Meeting minutes as submitted.  
Motion by Commissioner Gagnon and 2<sup>nd</sup> by Chairman Elmore.  
Vote Passed, Vice Chair Steinruck Abstained.

## FINANCIAL REPORT

No vouchers until the January 17<sup>th</sup>, 2019 meeting

## CORRESPONDENCE

## OLD BUSINESS

### **Discussion**

### **Fire District 7 Partnership**

The joint Lake Stevens Fire and Fire District 7 Commissioner Meeting is scheduled for January 8<sup>th</sup>. The group will review the combined training department and regional fire academy. Fire District 7 is working with Mike Snyder, and Chief Messer and Chief Fitzgerald have been working together in the Community Risk Reduction Division. The workshop will also discuss the merger, and the District's Attorney Brian Snure will attend to discuss mergers and the Commissioner policy for both districts. There will also be an executive session to discuss the qualifications of a Fire Chief for a new district.

Vice Chair Steinruck mentioned it may be a good time to provide an update on the Community Resource Paramedic program. Chief O'Brien will follow-up with Craig Fisher regarding the annual CRP update.

**Fire Station 84**

The District is still working on the feasibility process and will update the commissioners as we receive information.

**2019 Board Meeting Schedule**

The Board of Commissioners requested and confirmed the following changes to the Board Meeting schedule for 2019.

- January 17<sup>th</sup>, 2019 – move to January 15<sup>th</sup>, 2019
- April 4<sup>th</sup>, 2019 – move to April 9<sup>th</sup>, 2019
- May 16<sup>th</sup>, 2019 – move to May 15<sup>th</sup>, 2019
- July 4<sup>th</sup>, 2019 – move to July 11<sup>th</sup>
- August 15<sup>th</sup> – move to August 13<sup>th</sup>
- September 19<sup>th</sup> – move to September 24<sup>th</sup>
- November 7<sup>th</sup> – move to November 5<sup>th</sup>
- December 19<sup>th</sup> – move to December 17<sup>th</sup>

**EXECUTIVE SESSION**

At 1748 hours Chairman Elmore requested an executive session to review the performance of a public employee pursuant to RCW 42.30.110 (1) (g) for 15 minutes with no expected action to follow. Executive session included Chairman Elmore, Vice Chair Steinruck, Commissioner Gagnon, and Chief O'Brien.

Chairman Elmore reconvened the open public meeting at 1803 hours and the meeting moved forward with Adjournment.

**ADJOURNMENT**

Motion to adjourn the meeting at 1803 hours.  
 Motion by Chairman Elmore and 2<sup>nd</sup> by Commissioner Gagnon.  
 Vote Unanimous.

*Minutes respectfully submitted by Leah Schoof, Director of Finance and Administration.*

  
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 Chairman Troy Elmore

  
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 Vice Chair Jim Steinruck

  
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 Commissioner Paul Gagnon

  
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 Chief Kevin K. O'Brien