

# Board of Fire Commissioners Meeting Minutes

1825 South Lake Stevens Road, Lake Stevens, WA 98258

August 1, 2019

1730 hours

## CALL TO ORDER

Chairman Elmore called the meeting to order at 1730 hours.

## PLEDGE OF ALLEGIANCE

## ATTENDANCE

Present: Chairman Elmore, Vice Chair Steinruck, Commissioner Gagnon, Chief O'Brien, Deputy Chief Huff, Deputy Chief/Fire Marshal Messer, and Communications Director/District Secretary Laana Larson.

## ADDITIONAL AGENDA ITEMS

## MINUTES

### **Minutes 19-07-25**

Vice Chair Steinruck suggested that we add the language of *present* and *excused absence* to the recording of attendance for Commissioner Meeting minutes moving forward.

Motion to approve the July 25, 2019 Commissioner Meeting minutes as submitted.  
Motion by Vice Chair Steinruck and 2<sup>nd</sup> by Commissioner Gagnon.  
Vote Unanimous.

## FINANCIAL REPORT

### **Vouchers**

Motion to approve Expense Vouchers dated July 31, 2019 in the total amount of \$82,218.72 as submitted.  
Motion by Vice Chair Steinruck and 2<sup>nd</sup> by Commissioner Gagnon.  
Vote Unanimous.

Motion to approve Capital Replacement Voucher dated July 31, 2019 in the total amount of \$108,620.68 as submitted.  
Motion by Commissioner Gagnon and 2<sup>nd</sup> by Vice Chair Steinruck.  
Vote Unanimous.

### **Expense Reports**

## CORRESPONDENCE

None

## OLD BUSINESS

### **Discussion**

#### **Merger with Fire District 7**

Chief O'Brien commented the vote is on Tuesday, August 6; and the first set of results come out at 8pm. We have been working hard over the last year to inform our community and we look forward to seeing the results.

#### **Fire Station 84**

Chief O'Brien commented the brush cutting team is out there clearing things up on the property and the building has been secured. We are moving forward with the preliminary application process; and looking forward to Lawhead putting up some signage. Thank you to Deputy Chief/Fire Marshal Messer and Mike Frymire for all their hard work.

### **Temporary Lake Stevens Fire Office**

Chief O'Brien commented we are moving forward with getting everything in place for a temporary structure across from Station 82.

### **Captain of Training & Driver Operator MOU**

Chief O'Brien is currently working with the Union on this Captain of Training & Driver Operator MOU. We hope to have the document ready for signature at the first Commissioner Meeting of September.

### **Action**

#### **Pro/Con Committee Form**

Chief O'Brien commented we have a backup ballot measure pro committee form.

Motion to appoint Mayor John Spencer, Gary O'Rielly and Lance Morehouse to a pro committee for the merger of Lake Stevens Fire into Snohomish County Fire District No. 7.  
Motion by Vice Chair Steinruck and 2<sup>nd</sup> by Commissioner Gagnon.  
Vote Unanimous.

### **NEW BUSINESS**

#### **Discussion**

None

#### **Action**

None

### **CHIEF'S REPORT**

#### **Paramedic Graduation Update**

Congratulations to Paramedic Nadia Kukhotskaya! Chief O'Brien thanked Commissioner Elmore and Deputy Chief Huff for attending the graduation ceremony and representing Lake Stevens Fire during Aquafest weekend.

#### **Aquafest Update**

We served 2127 guests over the Aquafest weekend during the Firefighters' Pancake Breakfast! There were lots of questions about the merger and we enjoyed connecting with our community. Thank you to everyone who helped make the weekend a great success.

#### **Coffee with the Chiefs Update**

Chief O'Brien commented we had a nice crowd at the LS Buzz Inn on Tuesday for Coffee with the Chiefs.

#### **National Night Out**

National Night Out is scheduled for Tuesday, August 6 from 6pm – 8pm. There will be free ice cream at the Trestle Station and Chief O'Brien & Police Chief Dyer will visit with various block parties throughout the weekend.

#### **Water Safety Day Camp Update**

Our Water Safety Day Camp is scheduled for Thursday, August 8 at Lundeen Park. We have 20 youth registered for a fun day learning about water safety. Another opportunity for Fire District 7 and Lake Stevens Fire to work together.

#### **Thank You**

Chief O'Brien thanked Atira Roberts who is currently interning with us. She has been an awesome help with events over the last couple of months.

#### **Snohomish County Fire Academy 2019-02 Recruit Class Graduation**

The 2019-02 Recruit Class Graduation is scheduled for 6-8pm Friday, August 16 at the Lynnwood High School Theater.

#### **Earthquake Preparedness Workshop**

Lake Stevens Fire is partnering with Snohomish County Department of Emergency Management and Lake Stevens Police to provide an Earthquake Preparedness Workshop for the community on Thursday, August 29 from 6pm – 7:30pm. The workshop will take place at the LSF Conference Center.

Chief O'Brien confirmed with the Commissioners he will be available by personal cell phone while on vacation.

The next Joint Commissioner Meeting is scheduled for 5pm Thursday, August 22 at the Fire District 7 Station 31 Training Room in Monroe.

**GOOD OF THE ORDER**

Chief O'Brien commented it is an absolute pleasure working with our Fire Commissioners, and he appreciates their positive outlook.

Vice Chair Steinruck commented it was a great Aquafest weekend. Between the Pancake Breakfast, Rotary Booth and Viking events it was a very full weekend.

Commissioner Gagnon commented he is potentially unable to attend the August 22 Commissioner Meeting. He thanked the staff and first responders for all they do, every day.

Chairman Elmore thanked everyone for their efforts at Aquafest, and thanked everyone for their hard work.

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

Motion to adjourn the meeting at 1752 hours.  
Motion by Chairman Elmore and 2<sup>nd</sup> by Commissioner Gagnon.  
Vote Unanimous.

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

  
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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