

Board of Fire Commissioners Meeting Minutes

1825 South Lake Stevens Road, Lake Stevens, WA 98258

January 21, 2010

0930 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 0933 hours.

ROLL CALL

Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, Chief Faucett, DC Lingenfelter, Leah Schoof, PM Rasmussen, and Laana Larson.

ADDITIONAL AGENDA ITEMS

None

MINUTES

Minutes 10-01-07

Motion to approve the January 7, 2010 Commissioner Meeting minutes as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

Minutes 10-01-13

Motion to approve the January 13, 2010 Commissioner Meeting minutes as submitted.
Motion by Commissioner Foster and 2nd by Chairman Elmore.
Vote Unanimous.

FINANCIAL REPORT

Investment Report

Vouchers

Motion to approve expense vouchers 1001026 through 1001068 in the amount of \$75,190.10 as submitted.
Motion by Commissioner Lorentzen and 2nd by Chairman Elmore.
Vote Unanimous.

Motion to approve capital vouchers 1001007 through 1001017 in the amount of \$100,001.43 as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

Payroll

Motion to approve the January 2010 Payroll in the amount of \$339,518.76 as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

Expense Report

This report will be provided at the February 4th Commissioner Meeting. Leah Schoof explained she is lining up BARS and taking 2009 and translating it into 2010 so that all the numbers will match.

Chief Faucett confirmed that we start the year with new numbers, and the budget doesn't change unless the Commissioners approve those changes. Chief Faucett's office reflects the planning stages, and Leah Schoof's office is exact numbers.

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"Touching Lives Today ~ Planning for Tomorrow"

Fire Commissioners:
Troy Elmore, Dan Lorentzen, Vern Foster
Fire Chief Gary L. Faucett

1825 South Lake Stevens Road
Lake Stevens, WA 98258

CORRESPONDENCE

Thank You from LS Chamber of Commerce

OLD BUSINESS

Discussion

Property Acquisition

District Secretary/Legal Counsel Brian Snure is still working on the LOI, and there is no further discussion at this time.

Action

Sale of 9804 Chapel Hill Road

We advertised this house at \$220,000 and we received an offer for \$213,000. The papers have been signed. They are going to do an inspection and if all goes well it should go through to escrow. There is no additional action necessary.

Motion to authorize Chief Faucett to sell house at 9804 Chapel Hill Road, Lake Stevens for \$213,000.
Motion by Chairman Elmore and 2nd by Commissioner Lorentzen.
Vote Unanimous.

Property Leasing Agent Recommendation

Chief Faucett is not yet ready to give a recommendation. We have received three packets from potential leasing agents and none of them were from within our jurisdiction. Chief Faucett is planning to review the packets with Commissioner Lorentzen and DC Lingenfelter in order to determine a recommendation. Chief Faucett commented we do have a policy regarding how to accept concerns from the citizens. When a citizen has a concern regarding operations of the department, we request that it be placed in writing so we have a record of the concern. Regarding the Leasing Agent, we have asked the public for resumes and packets and we now need to go through the process. He requested we table this topic until the next meeting after he meets with DC Lingenfelter and Commissioner Lorentzen to determine a recommendation to the full Board.

Chairman Elmore commented the packets include someone who has already helped us with the purchase of the buildings. In the future if someone has a concern regarding the Board's decisions, it needs to be addressed officially. He noted that as a general practice that we try to keep our business local when we can. In this case he's concerned we put staff hours into something that didn't need to happen. We would even accept anonymous comments so long as they are in writing.

Commissioner Foster commented he half agrees, insomuch that doing business locally is very important to our organization. He does not want to see us forget to ask the question in the future. It was money well spent and now our community knows that we have offered the position locally for consideration. People need to be able notify us of their concerns and if they want an individual commissioner or staff person to officially look into it, they should follow the policy and place it in writing. In this particular case we mended a relationship by simply rectifying the problem and giving opportunity to our local community. It maybe a small price to pay which leads to greater benefit.

Commissioner Lorentzen commented our obligation is to be responsive to the public we serve and we need to remember that we draw from the staff's time when we make changes. He agreed we do need the official correspondence; however he doesn't want to discourage someone voicing their opinion if they want to remain anonymous. We may have moved according to convenience and we need to remember to consider local first. Our obligation is to consider local with our decisions; they support us and pay the taxes. We may not always choose from within the community however it is important that we always put it out there. In the future we should go ahead and offer, as it is the perception of making the offer that is important.

Chief Faucett clarified the staff is not complaining and they are always pleased to do what the Commissioners need us to do. We know from experience if the public has a complaint about one of our employees we need to ask for it in writing. He commented we are not a commercial town and he did not see a reason to include Lake Stevens in the search for a Property Leasing Agent because he did not believe local realtors were set up to handle such a lease. He wanted the Commissioners to know that he did consider using a local agency before bringing his recommendation to the Board. In retrospect, Chief Faucett admits he should have asked the Commissioners if they'd like to offer the contracts to local agencies.

Commissioner Elmore commented he appreciates the discussion.

NEW BUSINESS

Discussion

Office Space for Senator Hobbs

Senator Hobbs will be submitting a letter requesting office space for his local office. If you are amenable to the thought we would pursue it. We have two offices available upstairs, one would be for the Deputy Chief of Operations and the other could be for the Senator. His aid would be here three or four times a week, and they would provide their own phone, computer, etc. Chief Faucett commented he is leaning towards recommending this, as it would be additional revenue coming in. He will submit a contract with a letter of request. If the Commissioners would prefer to have their own office, we would not have to pursue this option.

Commissioner Lorentzen commented it is of greater benefit for the District to have Senator Hobbs use the office rather than the Commissioners.

Chief Faucett commented that all the offices are secure, and eventually we will need to talk about the doors. This building was designed for private use, not public. Our entry doors need to have panic bars, and his only concern is about locking the main doors.

Office Space for Snohomish County Sheriff

The Sergeant called and asked about additional office space. Chief Faucett responded that we do not have any additional space at this time. They are looking for a private office.

Commissioner Lorentzen commented the Sheriff occupied the Fairweather Station and they are now sharing with LSPD.

Chief Faucett commented they are looking for an office free of charge and this sounded like a better location.

Chairman Elmore suggested they consider placing a mobile at Station 83.

Action

Volunteer Pension Refund

Commissioners signed pension refund for Chad Ream.

The next regular Commissioner Meeting is Thursday, February 4th at 9:30am located at the Board Room at 1825 South Lake Stevens Road, Lake Stevens.

CHIEF'S REPORT

Prevention Report prepared by FM Marshall

Operations Chief Hiring Firm / Strategic Plan Consulting Firm

The Commissioners have approved the process of moving forward on finding an executive hiring firm. Chief Faucett is working with three companies that are giving me some quotes. He is confident that we have a great choice in there. At the same time we are looking for a strategic plan consulting firm. He is now looking at a package deal including both the strategic plan and the executive hiring firm. He is currently reviewing the results of their strategic plans.

Healthcare

Labor and management met on Tuesday with Eastside Fire Department, discussing health care and the various plans. Our goal is to see what is on the market and determine what is best; we are hoping to implement plans for an improvement this year. Our Union President has approached me regarding health care plans and we set up our next meeting for early February.

Chairman Elmore commented it would be good to know the premium increases for the various companies over the last ten years.

Chief Faucett commented he will definitely check into that. He recognizes that moving to a different plan is a big deal and he is simply looking at our options at this time.

Skate Park

Chief Faucett commented he is joining the Skate Park Committee. He commented we want to help with the project and see if we can help make it happen. The problem is they don't have any land. He suggested that we might consider

using the same land for confined space training. We currently do not have a rescue program, although eventually we will be back in the program once it has been clearly defined. Even the Sewer District needs confined space training and this could lead to yet another partnership.

Commissioner Foster commented that Rotary tried to push this skate park forward as well; and finding the property was a problem because it needs to be a place where kids will go to. Another obstacle was getting the city to pay the insurance. It is going to take a committee of more than a few people to make it happen.

Chief Faucett agreed and he will work through the political ropes.

Commissioner Lorentzen commented there is support out there; however no one wants it in their neighborhood. We don't want to be viewed that we are gifting public land.

Commissioner Elmore commented there is a skate park in a very controlled environment, gated with open/close hours located in Mukilteo. We should contact someone who has created one successfully and Mukilteo is one great example.

Chief Faucett just wanted to be sure the Commissioners are okay with the Fire Chief participating in this process. The Commissioners agreed.

WFCA 2010 Saturday Seminar Series

Commissioner Foster is planning to attend this conference in Chelan. Chief Faucett asked if anyone else is planning to attend. Chairman Elmore does not plan to attend, and Commissioner Lorentzen is still considering whether he can attend.

Open House Reminder

Next Tuesday, January 26th is our Community Open House from 5-7pm, with the Ribbon Cutting at 6pm. Next Wednesday, January 27th is our Membership Open House from 5-7pm, with Special Presentations at 6pm. Chief Faucett will provide key talking points to the Commissioners so that we are communicating similar messages as we meet with the community.

GOOD OF THE ORDER

Commissioner Foster commented it is good to see the newsletter get out into our community.

Commissioner Lorentzen commented it is great to see another newsletter. 2010 is off to a great start. He thanked everyone for their hard work.

Chairman Elmore thanked everyone for their efforts. He is looking forward to another year of progress.

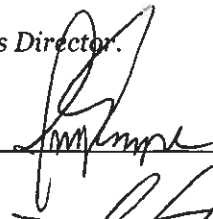
EXECUTIVE SESSION

None

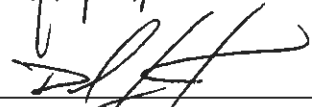
ADJOURNMENT

Motion to adjourn the meeting at 1102 hours.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

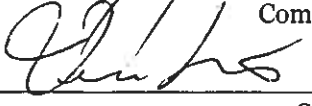
Minutes respectfully submitted by Laana Larson, Communications Director.



Chairman Troy Elmore



Commissioner Dan Lorentzen



Commissioner Vern Foster