

Board of Fire Commissioners Meeting Minutes

1825 South Lake Stevens Road, Lake Stevens, WA 98258

June 3, 2010

0930 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 0931 hours.

ROLL CALL

Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, District Secretary/Legal Counsel Brian Snure, Chief Faucett, DC Lingenfelter, Leah Schoof, Guest James Brown, PM Jones, PM Aamold, Council Member Kathy Holder, and Laana Larson.

ADDITIONAL AGENDA ITEMS

None

MINUTES

Minutes 10-05-06

Minutes 10-05-20

Minutes 10-05-25

Motion to approve the May 6 and May 25, 2010 Commissioner Meeting minutes as submitted.
Motion by Commissioner Lorentzen and 2nd by Chairman Elmore.
Vote Unanimous.

Motion to approve the May 20, 2010 Commissioner Meeting minutes as submitted.
Motion by Chairman Elmore and 2nd by Commissioner Foster.
Vote Passed. Commissioner Lorentzen abstained.

FINANCIAL REPORT

Vouchers

Motion to approve Expense Vouchers 1006001 through 1006027 in the total amount of \$23,363.13 as submitted.
Motion by Chairman Elmore and 2nd by Commissioner Foster.
Vote Unanimous.

Motion to approve Foster Press Voucher 1006028 in the amount of \$1,206.38 as submitted.
Motion by Commissioner Lorentzen and 2nd by Chairman Elmore.
Vote Passed. Commissioner Foster abstained.

Expense Report

CORRESPONDENCE

Thank You from Zion Lutheran
Thank You from Kids Korner Preschool
Thank You from Everett Fire

SECRETARY'S REPORT

Aquafest Fireworks

District Secretary/Legal Counsel Brian Snure commented the letter of response outlines what the District is able to do.

Commissioners agreed and Chief Faucett will send out the letter.

LAKE STEVENS
FIRE

Phone: 425.334.3034

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www.lsfire.org

"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

OLD BUSINESS

Discussion

Joint Commissioner Meeting with District 17

Commissioner Lorentzen commented the joint meeting went well and opened up communication between the districts.

Commissioner Foster commented it was good discussion, and we are still working through things to keep communication open.

Chairman Elmore commented the District 17 Commissioners expressed that their contracts should be negotiated between Commissioners rather than their Chief.

Commissioner Lorentzen agreed their Commissioners do have a strong involvement in the process.

Chairman Elmore commented he enjoyed meeting with them, and looks forward to the next joint meeting.

Action

HQ Signage

Chief Faucett commented we have made an arrangement to keep the large sign at end of the driveway. The District will do so by granting an easement for the LLC in exchange for the ownership of the small sign and \$4,000. The District will continue to power the sign in exchange for using the top two advertising panels on the tall sign.

District Secretary/Legal Counsel Brian Snure further explained that when the easement is granted, the small sign becomes ours, we still own the tall sign and use the top two panels for Lake Stevens Fire. Our neighbor is responsible for everything except the power. This should be an efficient way to wrap up this issue.

Chief Faucett commented the District must be in receipt of the \$4,000 prior to granting the easement.

Motion to approve the Chief to sign the contract with LS Campus 5116 SLC II, LLC as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

NEW BUSINESS

Discussion

Commissioner Meeting Date Change

Leah Schoof explained the county has changed their processing system which is delaying our payments and resulting in some late fees. We need to align our system with the county voucher processing system. Leah suggested we could change our Commissioner Meetings to Tuesdays or hold Special Meetings simply for vouchers.

District Secretary/Legal Counsel Brian Snure commented the Commissioners could approve a process where administration would approve the vouchers and then the Commissioners would ratify those vouchers at the next Commissioner meeting.

Chief Faucett commented this would also allow us to run a special voucher when necessary.

Commissioner Lorentzen agreed this would work well with our system at this time.

Chairman Elmore commented he took numerous days of vacation to ensure he could attend our currently scheduled Commissioner Meetings.

Commissioner Foster agreed the ratification process would work well.

District Secretary/Legal Counsel Brian Snure commented this is a flexible process. It would be a staff decision on how you want to handle it. It would take a resolution to have the process go into effect and it would need to be defined who has the authority to approve and who is going to audit the process.

Chief Faucett commented we will try to prepare a resolution prior to the next Commissioner Meeting.

Action

Firefighter Oath Presentation

Chief Faucett administered the firefighter oath and Commissioner Lorentzen presented the plaques to PM Eric Jones and PM Jerry Aamold.

The next regular Commissioner Meeting is scheduled for Thursday, June 17th at 9:30am located at the HQ Board Room at 1825 South Lake Stevens Road, Lake Stevens.

CHIEF'S REPORT

Promotional Process Update

Chief Faucett commented we held the Oral Boards for Battalion Chief and Captain positions this week. Deputy Chief of Operations Steve Guphill, Deputy Chief of Training Scott Glowaski, and Assistant Chief Craig Helgeland were the panelists for this testing process and we received good feedback on the process.

Executive Search Update

The search is going well and we are now down to six candidates. Three are from out of state and three are in state. Several of these candidates are from accredited agencies and they are well educated. June 17 and 18 have been set aside for the finalist testing process. This process will include a management assessment facilitated by a psychologist, technical oral board by Chief officers, a District tour, an evening reception for all department members, as well as Chief's interviews.

Our internal candidates have not moved on to the finalist level and Chief Faucett would be happy to talk with them at the completion of the process.

GOOD OF THE ORDER

Commissioner Foster commented he is looking forward to the Chelan conference this weekend.

Commissioner Lorentzen thanked everyone for all their hard work and he is looking forward to meeting the Deputy Chief candidates.

Chairman Elmore commented he is going to the Sno-Isle meeting in Gold Bar this evening and thanked everyone for their efforts.

Chairman Elmore called for a 5 minute break at 1025 hours.

EXECUTIVE SESSION

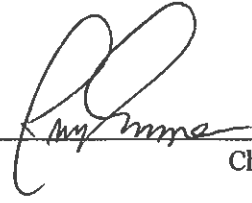
Chairman Elmore requested an executive session to discuss a payroll error pursuant to RCW 42.30.140 (4) (a) for 20 minutes at 1030 hours with possible action to follow. Executive session included Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, District Secretary/Legal Counsel Brian Snure, Chief Faucett, DC Lingenfelter, Leah Schoof and Laana Larson. At 1050 hours Chairman Elmore announced to the public that the executive session would be continued an additional 5 minutes.

Chairman Elmore reconvened the open public meeting at 1055 hours and announced there would be no action taken at this time.

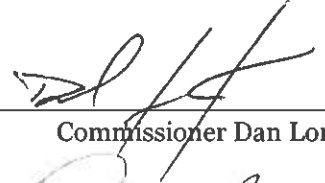
ADJOURNMENT

Motion to adjourn the meeting at 1059 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