

Board of Fire Commissioners
Special Meeting Minutes
1825 South Lake Stevens Road, Lake Stevens, WA 98258

August 23, 2010 0900 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 0905 hours.

ROLL CALL

Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, Chief Faucett, DC Lingenfelter, Fire Marshal Robert Marshall, Leah Schoof, President Eagle, Vice President Aamold, and Laana Larson.

MINUTES

Minutes 10-08-05

Motion to approve the August 5, 2010 Commissioner Meeting minutes as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

FINANCIAL REPORT

Investment Report

Vouchers

Motion to ratify Expense Vouchers 1008055 through 1008104 in the total amount of \$82,670.69 as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

Motion to ratify Foster Press Voucher 1008105 in the total amount of \$281.81 as submitted.
Motion by Chairman Elmore and 2nd by Commissioner Lorentzen.
Vote Passed. Commissioner Foster abstained.

Motion to approve Capital Voucher 1008002 in the total amount of \$70,740.58 as submitted.
Motion by Chairman Elmore and 2nd by Commissioner Lorentzen.
Vote Unanimous.

Motion to have Chairman Elmore sign the Washington Volunteer Firefighter Voucher for \$371.41 as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

Payroll

Motion to approve August 2010 Payroll in the total amount of \$381,535.24 as submitted.
Motion by Commissioner Lorentzen and 2nd by Chairman Elmore.
Vote Unanimous.

Expense Report

OLD BUSINESS

Discussion



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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

Medical Insurance

Chief Faucett commented we now have a program that both labor and management leaders support. LEOFF Trust seems to be the one to meet all of the goals of both labor and management. Possibly in the future we could consider Group Health as they do offer a comprehensive plan; however we don't have quite enough employees to qualify.

As with any insurance plan, there are advantages and some disadvantages by going to another company such as LEOFF. Leah Schoof has not yet run the numbers so it's important for everyone to understand this draft is contingent on how the numbers work out. LEOFF Trust has a good business plan to offer. They will not reduce their coverage and their board looks at unique situations for firefighters which will provide us a unique advantage. We have negotiated a balance with the Union and in the end, the Union will receive better coverage and the taxpayer will save money. This plan also provides for retirement medical insurance benefits. Overall it shouldn't be too long before we are ready to recommend a change to the Board.

Station 81 Report

Chief Faucett commented this Station 81 Report is very comprehensive. We are not yet prepared to come to the Board with a recommendation and that will be our next step. We now know that the Station 81 structure is sound and we can consider adding on a footprint if approved by the City.

Commissioner Lorentzen commented it would be good to see drive through bays installed.

Chief Faucett commented the problem with drive through bays is the amount of space it takes to turn our rigs around. We also need to consider additional living quarters and a dayroom expansion and Chief Faucett is not sure we can accommodate both.

Fire Code Update

Fire Marshal Robert Marshal went through his presentation including the following topics: code development process, communication progression, international residential code, and results.

Action

Administration Center Authorizations for Bids

DC Lingenfelter commented everything is ready to go on the small works roster, and we are ready to send out requests for proposals. We are simply asking for permission to move forward. DC Lingenfelter confirmed District Secretary/Legal Counsel Brian Snure has already reviewed the documents.

Motion to approve Authorizations for Bids for South Lake Center Buildings D & E and Standby Generator as submitted.

Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.

Vote Unanimous.

Chief Faucett commented he is prepared to begin working on Building D once we get the bids back. Plans are for Building D to be leased to a medical billing company, Allstate, physical therapy, and Subway. The Conference Center change will allow for much needed storage, however we will hold off on this portion until we determine a plan for Station 81.

Facility Use Policy 140

Laana Larson highlighted the suggested revisions for Facility Use Policy 140. Revisions included cleaning details, potential charge for lack of cleaning, reminder of noise curfew and an additional fee for guest groups serving alcohol in the Conference Center. Our Enduris Insurance representative has commented we have done an excellent job with this policy and would like to use it as a sample for other districts. Laana also commented the Conference Center rental fees have brought in over \$7,400 to date this year.

Motion to approve the revised Policy 140 Use and Rental of District Facilities as submitted.

Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.

Vote Unanimous.

NEW BUSINESS

Discussion

Budget 2011

Leah Schoof commented 40 budget requests have been received and Chief Lingenfelter is sorting through them with the Battalion Chiefs. In this declining economy, we want to stabilize our budget and our obligations should not exceed our income. Issues we have to consider include health insurance rates, PERS rates are slated to increase, and property taxes are estimated to decline. We are on target to complete the budget in September and plans are for review and finalization of the budget in October.

Chairman Elmore commented projections are for an improved economy in 2014. Our budget discussions won't be as comprehensive as we would like without our updated strategic plan in place.

Leah Schoof commented our goal is know where we are and what our options are.

Action

Administrative Personnel Contract

Leah Schoof commented Jennye Cooper is an excellent addition to our team and she works for us during the afternoons.

Motion to approve Administrative Personnel Contract for Jennye Cooper as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

EXECUTIVE SESSION

Personnel Issues

Chairman Elmore requested an executive session regarding personnel issues pursuant to RCW 42.30.110(1)(g) for 45 minutes at 1015 hours with no anticipated action. Executive session included Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, and Chief Faucett. At 1100 hours Chairman Elmore announced to the public that the executive session would be continued for an additional hour and forty-five minutes.


Chairman Elmore reconvened the open public meeting at 1245 hours and there was no action taken.

Chairman Elmore scheduled a Special Commissioner Meeting for Friday, August 27th, at 9:30am located at the HQ Board Room at 1825 South Lake Stevens Road, Lake Stevens.

ADJOURNMENT


Motion to adjourn the meeting at 1249 hours.
Motion by Chairman Elmore and 2nd by Commissioner Lorentzen.
Vote Unanimous.

Minutes respectfully submitted by Laana Larson, Communications Director.



Chairman Troy Elmore

Commissioner Dan Lorentzen



Commissioner Vern Foster