

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

December 1, 2011

0930 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 0930 hours.

ROLL CALL

Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, District Secretary/Legal Counsel Brian Snure, Chief Lingenfelter, Leah Schoof, Council Member Kathy Holder, and Laana Larson.

ADDITIONAL AGENDA ITEMS

None

MINUTES

Minutes 11-11-17

Motion to approve the November 17, 2011 Commissioner Meeting minutes as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Unanimous.

FINANCIAL REPORT

Vouchers

Motion to approve Expense Vouchers 1112001 through 1112029 in the total amount of \$10,487.34 as submitted.
Motion by Commissioner Lorentzen and 2nd by Commissioner Foster.
Vote Passed. Chairman Elmore approved all vouchers except for Expense Voucher 1112011.

Expense Report

CORRESPONDENCE

Thank You for Support from Lake Stevens Family Center
Thank You from Relay for Life Lake Stevens

SECRETARY'S REPORT

District Secretary/Legal Counsel Brian Snure handed out a summary on Washington Law Updates and highlighted the following topics:

Statutory Cases, page 1

Employee and employer provided cell phones are no longer taxable subject to certain requirements. If we provide cell phones and comply with the requirements we no longer have to report income for personal use of the cell phones.

No Man's Land, pages 6-7

If there is a "no man's land" area that we are going to respond to, the owner of this area should be encouraged to annex or contract for services. We can still respond into this area if they request it or if it is truly an emergency; and the new statute provides some liability immunity for those types of responses.

Public Records, page 8

There is an emphasis on getting records posted online and the threshold of the mandatory daily fine range has been reduced.

Public Records, page 10

We cannot condition the release of public records by requesting no liability.

LAKE STEVENS
FIRE

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"Touching Lives Today ~ Planning for Tomorrow"

Fire Commissioners:
Troy Elmore, Dan Lorentzen, Vern Foster
Fire Chief Dave Lingenfelter

1825 South Lake Stevens Road
Lake Stevens, WA 98258

Public Records, page 11

There is no such thing as an ongoing public record request.

Public Records, page 14

If records no longer exist, they do not have to be disclosed. Requests for documents need to be handled appropriately.

Minimum wage has been increased to \$9.04 per hour.

Mandatory Recording of Abuse, page 25

All firefighters and EMTs are mandatory recorders of suspected domestic abuse; and it is considered criminal conduct if this reporting is ignored. Personnel are reminded to state only the facts and avoid any speculation. There is no immunity for not reporting the information.

Chairman Elmore suggested we review the policy regarding the use of district vehicles.

OLD BUSINESS

Discussion

None

Action

None

NEW BUSINESS

Discussion

Chair & Vice Chair Board Positions

Motion that Commissioner Lorentzen fill the Chair position for 2012 and that Commissioner Foster fill the Vice Chair position for 2012.

Motion by Chairman Elmore and 2nd by Commissioner Foster.

Vote Unanimous.

Action

None

CHIEF'S REPORT

Social Media

Chief Lingenfelter commented he would like staff to attend a seminar by Brian Snure regarding the legalities of social media which is scheduled for January 19th. Since this is the same date as our regularly scheduled second meeting of January, Chief Lingenfelter requested we reschedule the second Commissioner meeting in January. He also asked if the Commissioners would like to attend this seminar as well.

All three Commissioners plan to attend and they will address the meeting schedule at the next Commissioner meeting.

Sno-Isle Commissioner Meeting Reminder

The Sno-Isle Commissioner Association Holiday Gathering will be held at Marysville Fire this evening at 7pm.

D22 Ambulance Billing Agreement

Chief Lingenfelter commented we have received the signed Ambulance Billing Agreement with Fire District 22. Chief Hots is currently working on a grant for a new command vehicle. Chief Lingenfelter commented if this grant comes through we would plan to install the necessary equipment.

Professional Building

Chief Lingenfelter confirmed there is currently office space for lease at the Professional Building. Our current tenant Revelation Church is vacating one of their spaces, as they are moving to Everett. We have contacted Keith McKinney about leasing this available office space.

Audit Update

Chief Lingenfelter commented the state auditors have finished their work at HQ. We hope to receive their report during December. We did receive news that the auditor assigned to us has accepted another position; however this should not affect our audit.

HRA/Veba Update

Chief Lingenfelter commented we are still in discussions with labor on the HRA issue regarding the amount to be deposited into the employee's account. At this time, this change will not take effect prior to February 1, 2012.

WFCA Legislative Issue

Chief Lingenfelter reminded the Commissioners of a recent WFCA legislative issue regarding potential certification and licensing fees on all public and private paramedics and emergency medical technicians, as well as advanced life and basic life support vehicles.

Chelan Campbell's Reservation

Chief Lingenfelter commented the Washington Fire Chief's Association Chelan Conference is scheduled for June 1-3, 2012. Do we want to keep our reservation for two rooms at this annual conference?

Commissioner Lorentzen suggested we keep both rooms at this time.

Event Reminders

Dicken's Fair, Saturday December 3rd at Cavelero Mid High, 10am -4pm
Tips for Firefighters, Saturday December 3rd at Ixtapa, 5pm-9pm

The next regular Commissioner Meeting is scheduled for 9:30am Thursday, December 15th at the HQ Board Room located at 1825 South Lake Stevens Road, Lake Stevens, WA 98258.

GOOD OF THE ORDER

Commissioner Foster had no additional comment.

Commissioner Lorentzen thanked everyone for their efforts. In less than a month we'll be starting a new year.

Chairman Elmore requested IT assistance with his laptop. He also thanked everyone for their efforts. It has been an interesting and challenging year; and yet it has been a very positive year for the organization. He appreciates how the Lake Stevens Fire team has progressed and works together.

EXECUTIVE SESSION

Chairman Elmore called for an executive session at 1045 hours for 10 minutes regarding litigation pursuant to RCW 42.30.110(1)(i) with no anticipated action. Executive session included Chairman Elmore, Commissioner Lorentzen, Commissioner Foster, District Secretary/Legal Counsel Brian Snure, and Chief Lingenfelter.

Chairman Elmore reconvened the open public meeting at 1056 hours and there was no action taken. Meeting moved to Adjournment.

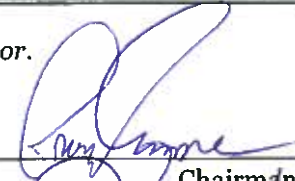
ADJOURNMENT

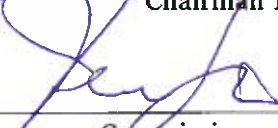
Motion to adjourn the meeting at 1059 hours.
Motion by Commissioner Lorentzen and 2nd by Chairman Elmore.
Vote Unanimous.

Minutes respectfully submitted by Laana Larson, Communications Director.



Commissioner Dan Lorentzen



Chairman Troy Elmore


Commissioner Vern Foster