

**A REGULAR MEETING OF THE  
BOARD OF FIRE COMMISSIONERS OF  
EAST PIERCE FIRE & RESCUE**

**August 19, 2025**

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on August 19, 2025, in-person at Headquarters (8601 Main St E, Bonney Lake) and via conference/video call through Zoom. Notice and link to join meeting was posted for public access. Chair Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Ed Egan, Kevin Garling, Pat McElligott, Randy Kroum, Cynthia Wernet, Chief Jon Parkinson, Deputy Chief Kevin Stabenfeldt, Deputy Chief Matt Gilbert (virtual), and District Secretary Corina Byerley.

Commissioners Excused: Commissioner Evans

Commissioners Unexcused: None

**AUDIENCE:** Finance Director Michelle Hollon (virtual), Project Manager Phil Herrera, Mike Blaylock (virtual), and Taylor Hobi

**HONORS AND RECOGNITIONS:** None

**OATH OF OFFICE:** None

**APPROVAL OF AGENDA:**

Commissioner Kroum moved to approve the agenda as presented. The motion was seconded by Commissioner McElligott and carried.

**CONSENT AGENDA:**

Commissioner McElligott moved to approve the consent agenda (minutes from the July 15<sup>th</sup> Regular meeting; treasurer's report; current expense vouchers 250803001 - 250803084 in the amount of \$646,799.70; special voucher 250801001 in the amount of \$8,928.05; payroll vouchers 250802001 - 250802010 in the amount of \$637,871.65 and electronic payroll in the amount of \$3,352,194.44; Capital expense vouchers 250804001 - 250804017 in the amount of \$853,356.56; post-meeting electronic payroll adjustment in the amount of \$1,488.30; Resolution 1092- 2<sup>nd</sup> Quarter EMS Write-Offs in the amount of \$241,594.85; and Transport Waiver for account 133153459 in the amount of \$275.00). Motion seconded by Commissioner Egan and carried.

**GUEST SPEAKER PRESENTATION:** None

**VISITOR COMMENTS:**

**Local 3520:** President Hobi gave a brief overview of some upcoming union events/involvement including the golf tournament on August 29<sup>th</sup>, the smoke and shoot fundraiser on August 24<sup>th</sup>, and Beautify Bonney Lake.

**BOND-2018:**

**Project Manager:** Project Manager Phil Herrera gave an update on the Capital Facilities Plan.

**Station 111:** Punchlist items complete. Warranty items are being addressed as they arise. Contractor is coordinating sub-contractors and PSE to remove the temporary power.

**Station 112:** Onsite underground storm water system installation complete. Onsite underground utilities and water continue. Working with PSE and other utilities to coordinate moving the frontage overhead power and others to underground along the entire frontage. Working with Tacoma water to coordinate water connections along the frontage. Foundations are complete. Concrete slabs in operations areas underway. Structural steel and wood framing begin this week. Project continues at a good pace.

**Station 114:** Electronic sign permit issued, and installation is underway. We continue to work through minor issues as they arise. A few punch list items remain. Grand opening is scheduled for next month.

**Station 117:** Punch list items have been completed. The crews have been gracious as minor problems arise. The general contractor has been responsive to remedy the issues promptly. We are expecting a big turnout for the grand opening on August 23<sup>rd</sup>.

**Station 118:** Some dead warrantied landscape trees and plants are being replaced.

#### **CHIEF'S REPORT:**

**Monthly Chiefs Report:** Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: Mack Memorial-Joint efforts between VRFA and EPFR resulted in an incredible service honoring DC Mack; Phase 2 Projects – project status of Station 124, WRSD Training Center, and Logistics Warehouse; City Council Updates- three council updates have been completed, all councils have been complimentary of EPFR; Tacoma RFA- DC Stabenfeldt attended the first RFA meeting that provided a general overview of the process for studying the RFA; Buckley Fire-Discussion with City officials; Congresswoman Emily Randall- met with Congresswoman Randall in early August, discussed efforts to maintain federal grant funding; National Night Out- huge success, staff and crews attended multiple events across the district; Lateral Firefighter Bell Ringing- five lateral firefighters completed in-house academy and have now been deployed to shift; Buckley bridge is out of service- there are no significant response impacts to EPFR; and South Sound 911 will be naming their new executive director this week.

**Monthly Deputy Chiefs Reports:** Included in agenda packet. Deputy Chief Stabenfeldt reported: Logistics-Warehouse racking is complete, electrical and office buildout are in progress and on schedule; Health and Safety-Thank you to Dina Sutherland for coordinating the many National Night Out event visits within the district; and the Communications Manager- Social media presence is making an impact, and work on DC Mack's memorial with Valley Regional Fire Authority regarding messaging as well as lots of photos/video taken for the family. Deputy Chief Gilbert reported: Peregrine data analytic software contract signed, kick off team from Peregrine flew in last week to train and gather additional information for program setup; 5 lateral recruits completed in-house academy and have gone to the line; and detailed stats from July 4<sup>th</sup> were distributed to the Board and discussed, DC Gilbert noting the district growth over the last ten years made it possible to handle all of the calls that day.

**Monthly Injury Report:** Update provided in agenda packet.

#### **COMMISSIONER CONFERENCE/COMMITTEE REPORTS:**

**Planning Committee** – Commissioner Wernet gave a brief overview of the meeting notes. The Planning Committee toured the training center site as well as the warehouse.

**RESOLUTIONS:** None

**NEW BUSINESS:** None

**UNFINISHED BUSINESS:** None

#### **COMMISSIONER TRAINING/EVENT REQUESTS:**

**WFCA Annual Conference (October 22-24 at Tulalip):** District Secretary Corina Byerley provided the Board with information regarding the conference. Commissioners McElligott, Napier, Garling, and Egan expressed interest in attending.

**Snure Seminar (October 22 6:30-9:30 p.m. at Tulalip/Virtual):** District Secretary Corina Byerley provided the Board with information regarding the seminar, included in packet.

**EXECUTIVE SESSION:** Chair Napier called for an executive session per RCW 42.30.110(1)(g) to review the performance of a public employee at 7:32 p.m. for 10 minutes.

Meeting reconvened at 7:42 p.m.

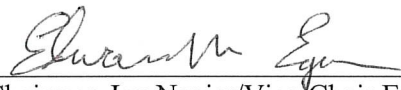
Upon reconvening the meeting from executive session, no action was taken.

**COMMISSIONER ACTION/DISCUSSION:** None

**ADJOURN**

There being no further business to come before the Board, the meeting was adjourned at 7:43 p.m.

  
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District Secretary Corina Byerley

  
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Chairman Jon Napier/Vice-Chair Ed Egan