

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

**February 17, 2026**

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on February 17, 2026, 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, Justin Evans, and Pete Connell, Chief Jon Parkinson, Deputy Chief Kevin Stabenfeldt, Deputy Chief Matt Gilbert, and District Secretary Corina Byerley.

Commissioners Excused: None

Commissioners Unexcused: None

**AUDIENCE:** Project Manager Phil Herrera, Assistant Chief Mike Westland, Finance Director Michelle Hollon (virtual); Communications Manager Samantha McRoberts, Brycen Giove, Chris Leier, Lewis Pugh, Debbie Pugh, Taylor Hobi (virtual), Bryan Peterson (virtual), Chelsea (virtual)

**HONORS AND RECOGNITIONS:** None

**OATH OF OFFICE:** None

**APPROVAL OF AGENDA:**

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

**CONSENT AGENDA:**

Commissioner Garling moved to approve the consent agenda (minutes from the January 20<sup>th</sup> Regular meeting; minutes from the February 2<sup>nd</sup> Special meeting; treasurer's report; current expense vouchers 260203001 - 250203092 in the amount of \$841,154.09; special voucher 260201001 in the amount of \$350,000.00; payroll vouchers 260204001 - 260204010 in the amount of \$548,329.41 and electronic payroll in the amount of \$3,589,030.52; Capital expense vouchers 260202001 - 250202011 in the amount of \$1,042,468.01; and post-meeting payroll adjustment in the amount of \$1,599.42). Motion seconded by Commissioner Kroum and carried.

**GUEST SPEAKER PRESENTATION:**

**Communications Engagement:** Communications Manager Samantha McRoberts gave a presentation to the Board highlighting communications efforts and accomplishments over the last ten months. Some notable items included growth on social platforms now connecting close to 57,000 people, improved emergency notifications to internal and external groups, community risk reduction efforts, recruitment campaign, regional PIO coordination, the launch of SharePoint intranet and First Arriving digital bulletin board for internal communications, and expanded event visibility. Upcoming in 2026 the district will launch a digital expansion of the newsletter and a brand and communications toolkit including logo usage standards, standard typography and color guidelines, templates for outreach materials, and much more.

**VISITOR COMMENTS:**

**Lewis Pugh (Snag Island Resident):** Mr. Pugh commented that WSRB is looking at making changes and he is shocked that things can move that fast and thanked the district.

**Chris Leier (Snag Island Resident):** Homeowner on Snag Island and President of the Snag Island HOA. Mr. Leier echoed Mr. Pugh's comments. He attended a public meeting with Chief Parkinson, and a consultant group regarding communities that are experiencing the same issues with insurance ratings. Mr. Leier then thanked the district. Commissioner Garling thanked Mr. Leier for taking time to attend the meeting.

**Local 3520:** Treasurer Brycen Giove gave a brief overview of some union events/involvement including five members of the Local political action committee will be attending a conference; the Local will be sponsoring Communications Manager Samantha McRoberts to attend Fire Ops event; and the Easter Egg Hunt dates will be announced soon. Treasurer Giove also commented that Local members appreciate Communications Manager McRoberts and the work she's been doing.

**BOND-2018:**

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

**Station 111:** Final closeout is underway.

**Station 112:** Project is moving at a good pace. Interior painting began this week. Site work including curbing to begin next week.

**Station 114:** Final closeout is underway.

**Station 117:** Final closeout is underway.

**Station 118:** The fuel island permit reviews complete. The district is implementing a tracking system for all district fuel stations that will track usage.

**CHIEF'S REPORT:**

**Monthly Chiefs Report:** Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: Audit- no update, accountability audit has not been closed as auditors engage in conversation with agencies across the state regarding shift trade practices; and WSRB- Insurance Commissioner is meeting with stakeholder groups across the state to discuss a new insurance classification scale for homes in the 5-7 mile response range that will reclassify many of them to a 3W, EPFR credit for the new tender should also impact the rating of homes in district.

**Monthly Deputy Chiefs Reports:** Included in agenda packet. Deputy Chief Stabenfeldt reported: Addressing Commissioner Evans' question from last meeting regarding blood draws for police-Police Chief is not in favor of having the fire department draw blood for police purposes; big thanks to Sam McRoberts for her work with all divisions and she is a great asset. Commissioner Evans thanked Dina Sutherland for her efforts with events at Lakeridge MS. Deputy Chief Gilbert reported that company officer training was not only great but a big deal for empowering officers and thanked Assistant Chief Poe for coordinating training; and three EPFR members will graduate paramedic school on February 20<sup>th</sup>.

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

**COMMISSIONER CONFERENCE/COMMITTEE REPORTS:** None

**RESOLUTIONS:**

**Resolution 1108 – Transfer from General to Capital:** Finance Director Michelle Hollon presented to the Board a request to approve Resolution 1108 to transfer funds from the General Fund to the Capital Fund in the amount of \$8,000. Funds were estimated and paid up front to Mt. View Edgewood Water for a capital project. The expenditure was less than estimated and refunded to the district. Commissioner Evans moved to approve Resolution 1108 to transfer funds from the General Fund to the Capital Fund in the amount of \$8,000. The motion was seconded by Commissioner Egan and carried.

**Resolution 1109 – Surplus Vehicle:** Deputy Chief Stabenfeldt presented to the Board a request to approve Resolution 1109 to surplus a 2001 Chevy pickup (Asset 113, VIN: 1GCHK29G11E315516). The vehicle has over 224,000 miles and has reached the end of its useful life. Commissioner Egan moved to approve Resolution 1109 to authorize the surplus of one 2001 Chevy Silverado 2500 Asset #113 and to dispose of, donate, or sell at the discretion of the Fire Chief. The motion was seconded by Commissioner McElligott and carried.

**Resolution 1110 – Surplus Equipment:** Deputy Chief Stabenfeldt presented to the Board a request to approve Resolution 1110 and Exhibit A to surplus equipment and bunker gear that is no longer useful or needed by the district to be disposed of, sold, or donated, at the discretion of the Chief. The equipment includes multiple sets of bunker gear that is out of service, old thermal imagers that are past their useful life and no longer work, 2 generators that were pulled out of the old Station 118 and Wilkeson stations that have been sitting for years and have no use to the department and SCBA masks that are damaged and not worth the cost of repair. Commissioner Garling moved to approve Resolution 1110 to authorize the surplus of miscellaneous Logistics equipment as detailed in Exhibit A. The motion was seconded by Commissioner Egan and carried.

**NEW BUSINESS:**

**2025 Annual Financial Report:** Finance Director Hollon gave an overview of the final 2025 financial data included in agenda packet. No action taken, information only.

**Standard of Cover:** Chief Parkinson presented to the Board an overview of the district’s Standard of Cover and Community Risk Assessment. Noting key decision-making metrics including incident distribution and target hazards, resource concentration, population density and travel times, and unit reliability. Incident concentrations and response times for the east side of Lake Tapps were discussed as well as insurance considerations and the history of the volunteer firefighter program in that area. No action taken, information only.

**UNFINISHED BUSINESS:** None

**COMMISSIONER TRAINING/EVENT REQUESTS:**

**PDC Reminder:** District Secretary Corina Byerley reminded the Board that their annual PDC filing is due by April 15<sup>th</sup>.

**Spring Seminars –** District Secretary Byerley provided information on two upcoming Spring Seminars and requested that Board members wishing to attend notify her. Commissioners Evans and Napier expressed interest in attending the June seminar in Chelan.

**Required Training –** District Secretary Byerley reminded Commissioners Egan and McElligott that they are due for required Open Public Records Act, Open Public Meetings Act, and Records/Retention/Management Act training.

**EXECUTIVE SESSION:** None


**COMMISSIONER ACTION/DISCUSSION:**

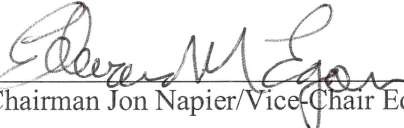
**Commissioner Compensation and Waiver Policy:** Chair Napier requested that the Commissioner Compensation and Waiver policy be amended to include the allowance of “one meeting annually with Local 3520” be compensable. Staff will add the requested language and bring before the Board for a first reading of the revised policy at the March regular meeting.

**Commissioner Contact Information:** Commissioner Egan requested that the commissioner contact list be updated to remove an obsolete home phone number and add contact information for the chief, deputy chiefs, and district secretary.

**ADJOURN**

There being no further business to come before the Board, the meeting was adjourned at 8:28 p.m.

  
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District Secretary Corina Byerley

  
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Chairman Jon Napier/Vice-Chair Ed Egan