

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

May 19, 2026

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on May 19, 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. Fire Chief Jon Parkinson, Deputy Chief Kevin Stabenfeldt, Deputy Chief Matt Gilbert, and District Secretary Corina Byerley were also present.

Commissioners Excused: None

Commissioners Unexcused: None

AUDIENCE: Project Manager Phil Herrera, Assistant Chief Jeff Berry, Assistant Chief Will Poe, Finance Director Michelle Hollon, Mike McGinnis, Taylor Mack, Taylor Hobi (virtual), Brycen Giove, Shawn Wagner and family, Doug Mullins and family, Troy Davidson and family, Bryan Hoon and family, James Parke, James Chipman, and Paul Dorn.

HONORS AND RECOGNITIONS: None

OATH OF OFFICE:

Chief Parkinson administered promotional oaths of office to Battalion Chief Shawn Wagner, Captain Troy Davidson, Lt. Doug Mullins, and Lt. Bryan Hoon.

BREAK: Chair Napier called for a 10-minute break at 7:10pm. The meeting resumed at 7:20pm.

APPROVAL OF AGENDA:

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

CONSENT AGENDA:

Commissioner McElligott moved to approve the consent agenda (minutes from the April 21st Special meeting; minutes from the April 21st Regular meeting; treasurer's report; current expense vouchers 260501001 - 250501077 in the amount of \$1,695,670.13; payroll vouchers 260503001 - 260503008 in the amount of \$31,896.43; electronic payroll in the amount of \$4,055,434.98; Capital expense vouchers 260502001 - 250502011 in the amount of \$579,908.11; post-meeting payroll adjustment in the amount of (\$2,239.89); and Resolution 1114 – cancellation of warrants in the amount of \$13,072.73). Motion was seconded by Commissioner Egan and carried.

GUEST SPEAKER PRESENTATION: None

VISITOR COMMENTS:

Local 3520: Treasurer Brycen Giove gave a brief overview of some union events/involvement including five members attended an educational seminar sponsored by the WA State Firefighters; and Local 3520 is hosting a golf tournament fundraiser at the Auburn Golf Course on August 23rd.

BOND-2018:

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

Station 111: Structural engineering for the fuel island roof is still in progress.

Station 112: Interior finishes including cabinetry and paint are complete. Exterior curbs and gutters are complete. Asphalt is coming soon. Frontage work on 120th is underway. Expected to occupy the station in mid to late July.

Station 114: Still have a couple warranty items to complete in the one-year timeframe. Working on final closeout documents with general contractor.

Station 117: Warranty items are almost complete. Fuel station tanks are set, electrical is in, and tanks are being cleaned.

Station 118: Fuel station tanks are set and have been cleaned. Expected to be in service in 2-3 weeks.

CHIEF'S REPORT:

Monthly Chiefs Report: Reviewed the Chief's monthly report with the Board. Included in agenda packet. Chief Parkinson's report included: Chief Parkinson, DC Gilbert, and Honor Guard members attended the NFA for memorial honoring Deputy Chief Mack; the WA State memorial honoring DC Mack is June 14th, and the IAFF Fallen Firefighters memorial is in September; the district hosted a GEAR UP event to help potential applicants navigate the hiring process, HR and DC Gilbert executed the event, over 100 potential candidates attended the event; the district is nearing the end of bond funding, funds for the new Station 124 and the training center will start coming out of the Phase 2 reserves; and Chief requested two committee meetings, Finance on June 1st and Planning on June 5th.

Monthly Deputy Chiefs Reports: Included in agenda packet. Deputy Chief Stabenfeldt reported: Logistics sent three personnel to Pierce for inspection of two fire engines, Engines are now in Tacoma awaiting final inspection next week, two medic units are awaiting licensing to be placed in service; Health and Safety – delivering characterization program in elementary schools, and FF Parke recently moved to Deputy Fire Marshal; Communications – Communications Manager McRoberts attended a government social media conference as well as a lahar exercise with DC Stabenfeldt and the Deputy Fire Marshals. DC Gilbert reported: Assistant Chiefs Berry and Poe created the first joint video and newsletter to relay information to line staff, this will be a regular publication; the editor for Fire Engineering Magazine stopped by headquarters and provided two tickets to the FDIC conference, the tickets were raffled to line personnel, BC McGinnis and Lt. Giove won the tickets and will be attending the conference.

Monthly Injury Report: Update provided in agenda packet.

COMMISSIONER CONFERENCE/COMMITTEE REPORTS:

HR Committee: Commissioner McElligott gave a brief overview of the meeting and thanked Commissioner Kroum for his work on Chief's evaluation.

RESOLUTIONS:

Resolution 1115 – Transfer from General to Reserve: Finance Director Hollon presented to the board a request to approve Resolution 1115, the transfer funds from the general fund to the reserve fund in the amount of \$12,237,640. Excess funds above the budgeted beginning fund balance for the 2026 Budget year are \$11,724,294 will be applied to the Capital Facilities Phase 2 Reserve. GEMT reconciliation in the amount of \$513,346 will be applied to the Equipment Reserve. Commissioner Evans moved to approve Resolution 1115 to transfer from the General fund to the Reserve fund in the amount of \$12,237,640. The motion was seconded by Commissioner Kroum and carried.

Resolution 1116 – Surplus Apparatus: Deputy Chief Stabenfeldt presented to the board a request to approve Resolution 1116, the surplus two medic units and two fire engines listed in Exhibit A. The two medic units, asset numbers 424 and 426, and to engines, asset numbers 209 and 210, requiring more maintenance, are no longer reliable, and are no longer of use to the district. The district recently took

possession of replacement apparatus. Commissioner McElligott moved to approve Resolution 1116 to authorize the surplus of the apparatus listed in Exhibit A, and to dispose of, donate, or sell at the discretion of the Fire Chief. The motion was seconded by Commissioner Kroum and carried.

Resolution 1117 – Surplus EMS Equipment: Assistant Chief Berry presented to the board a request to approve Resolution 1117, the surplus two Stryker Power Loads and two Power Pro XT Gurneys as listed on Appendix A. The Power Loads and Power Pro XT Gurneys are installed on the surplus medic units and no longer of use to the district due to old technology and will be traded for credit towards the purchase of new Stryker Power Loads and Power Pro 2 Gurneys. Commissioner Egan moved to approve Resolution 1117 the surplus of two Stryker Power Loads and two Power Pro XT Gurneys to be traded in for credit towards the purchase of new power loads and gurneys. The motion was seconded by Commissioner Garling and carried.

NEW BUSINESS:

Fire Chief Evaluation: The Board discussed this topic in the executive session noted below.

UNFINISHED BUSINESS: None

COMMISSIONER TRAINING/EVENT REQUESTS:

WFCA Annual Conference (Spokane October 21-24): District Secretary Byerley provided the dates and location of the WFCA Annual Conference and requested any commissioner interested in attending let her know so the appropriate number of hotel rooms can be reserved.

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 7:46 p.m. for 15 minutes.

Meeting was reconvened at 8:01 p.m.


Upon reconvening Commissioner McElligott moved to approve the MOU for the Fire Chief and authorize the Board Chair to sign the MOU. The motion was seconded by Commissioner Connell and carried.

COMMISSIONER ACTION/DISCUSSION:

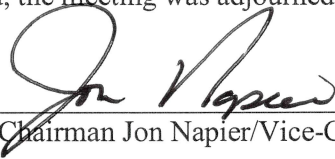
PCFCA Dues Committee Update: Commissioner Egan reported the dues for the PCFCA will not be raised; however, when a district is absorbed into another district, the absorbing district will continue to pay dues for that district for one year. Also, the bylaws will be reviewed.

ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 8:12 p.m.



District Secretary Corina Byerley



Chairman Jon Napier/Vice-Chair Ed Egan