

**CITY OF LAKE STEVENS  
VETERANS COMMISSION MEETING MINUTES**

Monday, June 4, 2018  
Lake Stevens Community Center  
1808 Main Street, Lake Stevens

CALL TO ORDER: 6:58 p.m. by Chairman Leif Hamar

COMMISSIONERS PRESENT: Leif Hamar, Camaran Balazic, Dennis Ives, Richard Russell, Kim Daughtry, Shawn Frederick, Gayle McCurdy, Stacy LaFlam, Marcus Tageant, Kurt Hilt

COMMISSIONERS ABSENT: None

STAFF MEMBERS PRESENT: City Clerk Kathy Pugh

OTHERS: Police Chief John Dyer

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**Call to Order:** Chairman Hamar called the meeting to order at 6:58 p.m.

**Pledge of Allegiance:** Chairman Hamar led the Pledge of Allegiance.

**Roll Call:** All present.

**Approval of Minutes:** Moved by Commissioner Daughtry, seconded by Commissioner Tageant, to approve the minutes of the May 7, 2018 meeting. On vote the motion carried (10-0-0-0).

**Discussion/Action Items:**

**Approve Bylaws and Articles of Incorporation:** Commissioner Frederick asked if everyone had an opportunity to review the bylaws and requested input. It was noted that an agent for service of process needs to be designated. There were no suggestions for changes, other than small grammatical edits.

**MOTION:** Moved by Commissioner Hilt, seconded by Commissioner Tageant, to approve the proposed bylaws with the noted grammatical edits. On vote the motion carried (10-0-0-0).

Discussion ensued and there was consensus to appoint members to the new Veterans Foundation in August. Commissioner Daughtry suggested ways in which Foundation vacancies could be filled, and also that fundraising requires permitting. Commissioner Frederick commented that the Foundation will need a business plan.

Commissioner Russell said that 501(c)(3) status is a requirement for the CERT program. Commissioner Russell added that Lake Stevens Fire cannot provide financial support, but that it can provide the CERT training, and reminded that the original intent was to recruit veterans in the Lake Stevens community to complete the CERT training.

Commissioner Hamar said the communication piece is challenging and suggested that the Veterans Foundation could take on the public face, including the Facebook page and a

newsletter. Commissioner Daughtry suggested the Foundation could be responsible for the Facebook and web pages, and that the Commission could do the newsletter.

There was consensus to move forward with a communication plan.

**Aquafest Booth Discussion / Upcoming Events:** Commissioner Hamar suggested there are better ways to market the activities of the Veterans Commission than were used at the Business Expo. Commissioner Balazic said he has been working with Fast Signs in Everett and shared the various products that could be purchased, such as challenge coins and squishy balls, in addition to banners and other advertising material.

Discussion ensued on setting up a booth with the American Legion to achieve a two-pronged approach. There was agreement that Commissioners Balazic, Russell and McCurdy will work on the challenge coin. Commissioner Balazic estimated approximately \$200 has been spent on advertising to date, and he will bring back numbers in July.

Commissioner Daughtry noted the Air Force Band will be here July 7 and said that would be a good platform.

Commissioner LaFlam suggested starting an events calendar. The Health & Safety Fair should also be included on an events calendar.

There was agreement to sign up to man the Aquafest booth at the July 2 meeting.

**National Night Out:** Chief Dyer said that National Night Out was originally designed to bring people in neighborhoods together and then morphed into a larger community event. Lake Stevens is returning to the neighborhood format and encouraging communities get together for barbecues and other activities; homeowners associations are acting as sponsors in some of the neighborhoods.

Chief Dyer would like to see the Police Department partner with the Veterans Commission. He identified volunteering, including the Citizen Patrol and Citizens Academy Trainings, coming up in the fall, as ways for the Commission and veterans in the community to become more involved. Chief Dyer also shared that the Police Department is working on a community strategic plan and invited commissioners to attend the public meeting on June 23.

Discussion returned to National Night Out, general discussion of strategic planning, and possibly including the Explorer Program in training so they can assist at events with such things as traffic control.

**CERT Information Update:** Commissioner Russell updated on the CERT training, and said that the training has a capacity of 10-20 people in a class. He suggested building a core group of individuals and then expanding the program with a goal of having 50-70 CERT-trained individuals within a few years. He reviewed the various skill levels that can be provided through training. There was discussion about funding "Go Bags" to include maps, first aid supplies and emergency gear; cost would be anywhere from \$20 to \$100 per bag.

Chief Dyer commented on emergency management and the Emergency Operation Center, and said the Police Department is a good source for ongoing training.

Commissioner Ives reviewed the initial expenses and said CPR training through the American Heart Association is \$20. There is a need for logistical support and Snohomish Fire District 4 is

willing to assist. He suggested targeting people in the age range of 20 to 40 due to the physical demands of administering emergency care, and train older volunteers to run the command post.

Commissioner Russell added that the idea is to have trained people to assist and direct in an emergency, and suggested directing interested persons to the Veterans Commission email.

Commissioner Hamar suggested the first group be 12-15 in size and said he would like to be part of that group.

Commissioner Balazic commented it would be good to wait until the Foundation receives its 501(c)(3) designation.

**Newsletter Draft and Mailing List:** Commissioner Hamar shared the draft newsletter he prepared and requested suggestions and input. He would like to have two more people to help out. There was consensus that the layout is good. Commissioner Hamar suggested highlighting a veteran and/or spotlighting an agency to highlight nonprofit businesses that support veterans. Commissioner LaFlam suggested Work Source for this highlight. There was discussion about publishing both an electronic and paper edition of the newsletter. Paper editions could be located at the Library, Senior Center, Boys & Girls Club and Police Department.

**New Business:**

**Lake Stevens Veterans Support Award:** Commissioner Hamar shared his ideas to recognize businesses that are owned and operated by veterans and to recognize businesses that support and/or hire veterans and National Guard members who are in transition.

Commissioner Tageant liked this idea as it gets back to the heart of the Veterans Commission goals. Discussion ensued on how to move forward with this idea, and Commissioner Hamar suggested discussing how to identify recipients for recognition in August or September, with the Mayor to make the award.

Commissioner Daughtry asked how Veterans Commission members can present consistently and be identified at events, and suggested wearing hats or shirts. There was consensus to wear polo shirts, and Commissioner Tageant suggested the Commission needs a brand first.

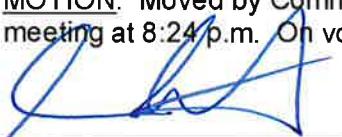
**Public Comment:**

Tom Thorleifson, with the American Legion, updated on the War Memorial and said that the Memorial Day service was well attended and went very well. He likes the idea of the support award proposed this evening.

**Upcoming Agenda Items:**

**Adjourn:**

**MOTION:** Moved by Commissioner Hilt, seconded by Commissioner Tageant, to adjourn the meeting at 8:24 p.m. On vote the motion carried (10-0-0-0).

  
Leif Hamar, Chairperson  
Shawn Frederick, Vice

  
Kathy Pugh, City Clerk