



**CITY OF LAKE STEVENS
VETERANS COMMISSION
FIRE STATION 82 CONFERENCE ROOM
9811 Chapel Hill Road
April 1, 2019, 7:00 P.M.**

AGENDA

- Call To Order** Chair
- Pledge of Allegiance** Chair
- Roll Call:** Chair
 Approve absence of Commissioner Hilt from March 4, 2019 meeting
- Approval of Minutes:** March 4, 2019
- Discussion/Action Items:**
1. Purple Heart City Proclamation
 2. Standing Committee Reports
 3. Business Recognition Certificates
 4. Non-Profit/Foundation Update (Frederick)
 5. CERT Update
- New Business**
- Public Comment**
- Upcoming Agenda Items** Chair
- Adjourn**

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

Monday, March 4, 2019
Lake Stevens Fire Station 82 Conference Room
9811 Chapel Hill Road, Lake Stevens

CALL TO ORDER: 7:00 p.m. by Vice Chair Shawn Frederick

COMMISSIONERS PRESENT: Shawn Frederick, Samara Heydon (7:05 p.m.), Dennis Ives (7:10 p.m.), Gayle McCurdy, Kim Daughtry, Marcus Tageant

COMMISSIONERS ABSENT: Kurt Hilt

STAFF MEMBERS PRESENT: Kathy Pugh, City Clerk

Call to Order: Vice Chair Frederick called the meeting to order at 7:00 p.m.

Pledge of Allegiance: Vice Chair Frederick led the Pledge of Allegiance.

Roll Call: With the arrival of Commissioners Heydon and Ives there was a quorum present.

MOTION: Moved by Commissioner Tageant, seconded by Commissioner McCurdy, to approve the absences of Commissioners Heydon, Russell and Hilt from the January 7, 2019 meeting. On vote the motion carried (6-0-0-1).

Approval of Minutes: Moved by Commissioner Tageant, seconded by Commissioner Daughtry to approve the minutes of the December 3, 2018 and January 7, 2019 meetings as presented. On vote the motion carried (6-0-0-1).

Discussion/Action Items:

In the absence of a quorum, there was consensus to move forward with discussion items.

Meeting with Legislators: Commissioner Tageant reported on the Council's recent travel to Olympia to meet with state legislators, and while there they also meet with the veterans organization located in the greater Yelm area. Commissioner Tageant said this is a very robust organization and they made some very good suggestions, such as using a PSO to assist veterans with completing paperwork, becoming a "Purple Heart" city, endorsing a "Vet Yes" work program, and others. Commissioner Tageant said it would likely be possible to piggyback onto some of their programs, and he suggested both inviting that organization to attend one of the commission meetings and visiting one of the Yelm organization's meetings.

Commissioner Heydon arrived at 7:05 p.m.

Commissioner Daughtry supported the idea of using a PSO to assist with paperwork and said that the new Food Bank building will have offices that can be used for this purpose. He suggested that if a PSO is hired that person could likely provide services to the entire east side.

Discussion ensued as to what the requirements are to be a PSO, and whether there is a PSO in the area who could provide assistance services in Lake Stevens one day a week.

Commissioner Daughtry outlined his suggestion that the Veterans make a proclamation endorsing the City of Lake Stevens as a Purple Heart City and then make that recommendation to the City Council for formal action in the form of a proclamation or a resolution. He shared the sign that the city would then be able to post identifying it as a Purple Heart City.

Commissioner Tageant next provided an update on the timeline for moving the War Memorial and said the intention is to have the Memorial relocated and installed in time for Memorial Day. Commissioner Daughtry added that there was a meeting today with City staff and members of the Legion and that the War Memorial in its current location will be officially decommissioned during a ceremony on March 23rd and then recommissioned in its new location in time for Memorial Day.

Commissioner Daughtry suggested that the Lake Stevens Veterans Foundation could sell commemorative bricks for placement in the walkway around the memorial, with the idea being that the bricks would commemorate veterans who are living in the Lake Stevens area.

Commissioner Ives arrived at 7:10 p.m.

Discussion continued regarding selling commemorative bricks and Commissioner Daughtry shared ideas and costs that he had located. Commissioner Tageant suggested there might be specific areas representing each branch of the military where the bricks could be located.

Election of Officers: With a quorum present, Vice Chair Frederickson called for election of officers for 2019.

MOTION: Moved by Commissioner Heydon, seconded by Commissioner Tageant, to nominate Commissioner Frederick as 2019 Chair, with no other nominations being made. On vote the motion carried (6-0-0-1).

MOTION: Moved by Commissioner Daughtry, seconded by Commissioner McCurdy, to nominate Commissioner Heydon as Vice Chair, with no other nominations be made. On vote the motion carried (6-0-0-1).

Standing Committees: Chair Frederick suggested combining the Newsletter, Marketing and Planning committees until the commission is at full membership.

Commissioner Tageant suggested letting the Newsletter committee go for now. Discussion ensued with Commissioner Heydon suggesting the newsletter could be sent out quarterly, and Commissioner Daughtry saying he will check with the Yelm group to see if they have a newsletter and if they have suggestions that could be used here.

Regarding Marketing and Planning, Commissioner Tageant said it is more important to get organized, and that bringing on a PSO is very important. There was further discussion as to how a PSO could be onboarded. Commissioner Ives said that from the Legion side, a PSO would have to be a Legion member. Commissioner Tageant suggested that a PSO could assist with separation from the Navy.

There was consensus to revisit the idea of combining the Newsletter Marketing and Planning committees at the next meeting.

Business Recognition Certificates: Chair Frederick said he identified four businesses in Lake Stevens that are veteran owned and that he reached out to three of them only to learn they were no longer in business.

Commissioner Tageant commented it would be helpful if on the business license application for the City there was a required choice to indicate whether the business is veteran owned.

Commissioner Daughtry said he will be working with the Chamber of Commerce to determine which businesses are veteran-owned and/or hire veterans.

There was discussion as to how the Business Recognition Certificates would be issued, with Commissioner Tageant suggesting that businesses be approached, and with proper proof such as a DD214 form, the business be approved for the recognition. Commissioner Ives added that a NGB22 form could also be used as proof.

Non-Profit/Foundation Update: Chair Frederick updated that all the paperwork has been filed with the IRS for 501(c)(3) designation and he has been told there is an approximate 90 day turn around, and that the wait for response is approximately half way. The timing may be affected by the government shutdown in December-January. Everything else is in place.

CERT: Commissioner Ives updated that he will be getting the documents out shortly.

New Business: Commissioner Daughtry shared the Snohomish Conservation District is hiring and this is an opportunity for veterans.

Commissioner Daughtry suggested that the website could be launched through the Foundation and then point back to the City for static items such as the agenda and minutes, etc. There was discussion about also using Facebook, and Commissioner Daughtry suggested that Facebook is an important element of outreach and that a Foundation Facebook page could point back to the Foundation's web page. There was general support for this approach.

Adjourn: There being no further business, the meeting was adjourned at 7:42 p.m.

Shawn Frederick, Chairman

Kathy Pugh, City Clerk