



**CITY OF LAKE STEVENS
VETERANS COMMISSION
FIRE STATION 82 CONFERENCE ROOM
9811 Chapel Hill Road
September 9, 2019, 7:00 P.M.**

SPECIAL MEETING AGENDA

Call to Order Chair

Pledge of Allegiance Chair

Roll Call: Excuse Commissioners Samara Heydon, Dennis Ives from August 5, 2019 meeting Chair

Public Comment

Approval of Minutes: July 1, 2019
August 5, 2019

Discussion/Action Items:

1. Upcoming Events:
 - Military Appreciation Event 8/31/2019 – Recap
 - Chamber Business Expo (fall)
 - Veterans Day Event
2. Veterans Service Officer Update
3. Purple Heart City
4. Business Certificate Nominees and Business Friendly Recognitions
5. Non-Profit/Foundation Update (Frederick)

New Business

Upcoming Agenda Items Chair

Adjourn

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

Monday, July 1, 2019

Lake Stevens Fire Station 82 Conference Room
9811 Chapel Hill Road, Lake Stevens

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

COMMISSIONERS PRESENT: Shawn Frederick, Gayle McCurdy, Kim Daughtry, Kurt Hilt, Dennis Ives Marcus Tageant, Samara Heydon (7:09 p.m.)

COMMISSIONERS ABSENT: None

STAFF MEMBERS PRESENT: Kathy Pugh, City Clerk

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

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

Roll Call: All present

MOTION: Moved by Commissioner McCurdy, seconded by Commissioner Hilt to excuse Commissioner Ives from the May 6, 2019 meeting, and Commissioners Heydon and Tageant from the June 4, 2019 meeting. On vote the motion carried (6-0-0-1).

Public Comment: None.

Approval of Minutes: Moved by Commissioner Daughtry, seconded by Commissioner Tageant, to approve the minutes of the May 6, 2019 and June 4, 2019 meetings. On vote the motion carried (6-0-0-1).

Discussion/Action Items:

Upcoming Events:

Aquafest: Chair Frederick asked about partnering with the Legion for a booth at Aquafest. Commissioner Daughtry responded that the Legion did not apply for a booth, but he anticipates the Legion and this commission can set up a tent next to the City booth. Chair Frederick will bring pins, flyers and pamphlets left over from last year. There was discussion around manning the booth in two-hour shifts. Commissioners will make themselves available as they are able.

Military Appreciation Event 8/31/2019: Commissioner Hilt said he attended a recent meeting hosted by the event applicant and planning is well under way. At this point the Veterans Commission does not have a specific role to play. The applicant will ask service clubs to assist by providing hot dogs and other event foods.

Veterans Day Event: No update.

Chamber Expo: Commissioner Daughtry updated this event is now scheduled for September 28, 2019.

(Commissioner Heydon arrived at 7:09 p.m.)

Veterans Service Office: Commissioner McCurdy said she reached out to her contact, and there is some concern regarding being paid. Commissioner Tageant suggested revisiting this in January or February once the new Food Bank building is open and the offices are available.

VA Work Study Intern Program: Commissioner Daughtry requested this be revisited in January or February, when the new Food Bank building is open.

Business Recognition Certificates: Chair Frederick updated the certificates are being printed and will be presented to recipients at the July 9th City Council meeting. Recipients are Big O Tires, Task Properties and Lake Stevens Brewing. Commissioner McCurdy reported that Michael's has a hiring policy directed to hiring spouses of active military.

MOTION: Moved by Commissioner Hilt, seconded by Commissioner McCurdy, to recognize Michael's as a veteran friendly business. On vote the motion carried (7-0-0-0).

Commissioner Frederick will also have an accompanying letter for the recipients.

Non-Profit/Foundation Update: Commissioner Daughtry is not able to open the bank account until he has approved minutes identifying the officers. Clerk Pugh will send those to him.

Vacancies: Clerk Pugh said interviews are scheduled for July 10.

New Business: Chair Frederick suggested not bringing new items forward until the current to do list is completed.

Upcoming Agenda Items: Commissioner Tageant requested moving forward with the Purple Heart City program.

Adjourn: Moved by Commissioner Hilt, seconded by Commissioner McCurdy, to adjourn the meeting at 7:23 p.m. On vote the motion carried (7-0-0-0).

Shawn Frederick, Chairman

Kathy Pugh, City Clerk

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

Monday, August 5, 2019
Lake Stevens Fire Station 82 Conference Room
9811 Chapel Hill Road, Lake Stevens

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

COMMISSIONERS PRESENT: Shawn Frederick, Gayle McCurdy, Kim Daughtry, Kurt Hilt

COMMISSIONERS ABSENT: Samara Heydon, Dennis Ives, Marcus Tageant

STAFF MEMBERS PRESENT: Kathy Pugh, City Clerk, Julie Good, Human Resources Specialist/Executive Assistant

OTHERS PRESENT: Nominated Commissioners Karen Boe and Vern Rasmussen

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

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

Chair Frederick noted that a quorum was not present and therefore no action would be taken

Roll Call: Due to lack of a quorum no action was taken.

Guest Business: Human Resources Specialist/Executive Assistant Julie Good introduced herself and briefly reviewed her career including her current position with Lake Stevens for the last year and a half, and prior to as Human Resources Head at City of Mukilteo for three years and before that working in Human Resources at the City of Arlington. Prior to that Ms. Good served nine years in the Army where she was a Black Hawk helicopter crew chief and personnel administrator; she was deployed to Beirut, Operation Desert Shield and Desert Storm. Ms. Good commented on the challenges of translating her military experience into civilian career success. Ms. Good subsequently learned of organizations that help veterans successfully translate their military careers to civilian careers, and she has been volunteering her time assisting veterans transition to civilian careers for the past eleven years, including personalized career coaching, preparation of resumes and conducting mock interviews. She commented there are many organizations that provide this type of assistance to veterans including Hire Heroes and Vet Corps, both of whom she volunteers with. Ms. Good said she provides these services both as a representative of Lake Stevens and personally and encouraged commissioners and others they know to consider volunteering to assist veterans transitioning their careers.

Commissioners thanked Ms. Good and asked if she is interested in volunteering with the Veterans Commission.

Public Comment: None.

Approval of Minutes: Minutes were deferred for approval to the September meeting.

Discussion/Action Items:**Events:**

- **Aquafest:** Chair Frederick commented that Aquafest identified the difficulties the Veterans Commission has in having a presence. With commissioners otherwise committed, it was difficult to man the booth, and there was nothing in the booth to draw people to the booth to learn about the Veterans Commission. Discussion ensued including possibly purchasing a tent for these types of events with roll up signage. Also suggested was having the Veterans Foundation participate in conjunction with the commission, and possibly marketing Veterans Commission shirts through the city online store.
- **Military Appreciation Event 8/31/2019:** Commissioner Hilt updated that Life Point Church has received \$15,000 in donations to help fund this event and they would like the Veterans Commission to have a booth there. Commissioner Daughtry suggested having a committee put the booth together and Commissioner Hilt noted the audience will be veterans and their families. There was discussion about possibly having military memorabilia and shadowboxes at the booth to share with the public.
- **Chamber Expo:** Commissioner Daughtry said the Chamber is still confirming the facility availability with the school district, and Clerk Pugh reminded the event is tentatively scheduled for September 28, 2019.
- **Veterans Day Event:** Chair Frederick updated that Commissioner Heydon is pursuing the idea of a 5K run to celebrate Veterans Day.

Purple Heart City: Chair Frederick said that Commissioner Heydon is also working on this and the next step is to obtain entry way signage. A certain number of signs are provided and additional signs may be purchased.

Business Recognition Certificates: Chair Frederick said that Lake Stevens Brewing Company received its certificate and has it posted. Unfortunately the other two recipients did not attend the City Council meeting and he would like to reschedule them. There was discussion that even if recipients do not attend in person to receive their certificates at a Council meeting, they can be recognized on the record and the certificates can then be mailed or given to them.

Non-Profit/Foundation Update: Chair Frederick said he has everything necessary to open a bank account, and he will provide that information to Commissioner Daughtry.

Vacancies: Chair Frederick said that four people have been nominated to fill the vacancies and it is anticipated they will be appointed at the Council meeting on August 7th. Once they are appointed and take the oath of office the Veterans Commission will have a full membership.

Veterans Service Office: Commissioner McCurdy updated she has a person who will act as Veterans Service Officer (VSO), initially at no cost, but who would like to be paid after initially volunteering her time. That person also would train Commissioner McCurdy as a VSO. There was discussion on how a VSO could be paid with the suggestion being made that perhaps the Foundation could pay the VSO. Commissioner Frederick said it would be a heavy lift for the Veterans Foundation to commit to paying for a VSO, and Commissioner Daughtry suggested the Foundation could pay a VSO under a contract. Ms. Good clarified when a person is considered a contractor with broad discretion, vs. an employee receiving specific directions.

Discussion ensued as to where VSO services could be offered, and Clerk Pugh will check to see if the city office at the Visitor Information Center can be used to provide this service.

New Business: None.

Upcoming Agenda Items: Chair Frederick requested commissioners let him or Clerk Pugh know a week or so in advance of meetings of any new upcoming agenda items.

Adjourn: There being no further business the meeting was adjourned at 7:37 p.m.

Shawn Frederick, Chairman

Kathy Pugh, City Clerk