

Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 10-001

Minutes of the Regular Meeting of the Board of Fire Commissioners, January 7, 2010

Attending: Commissioners McGee, and Walls; Chief Doerflinger; Deputy Chief Rude, District Secretary Barker, several staff members and members of the public

Chairman McGee called the meeting to order at 6:05 p.m. The Pledge of Allegiance was done.

This item was taken out of order from the Agenda.

Recognition of Participants in the Holiday Engine Activities for 2009: The Commissioners recognized those in attendance that provided support in several ways for the 2009 Holiday engine. Lt. Madden described the level of involvement with the Community, including 24 Girl Scout Troops that helped raise awareness of the Holiday Engine and the 14 staff members that volunteered to help drive the engines. The venture was funded by donations, and over 2,400 pounds of food and over \$1,500 in cash was collected and given to the food bank. The Commissioners thanked all of those that were involved with the Holiday Engine, and made a commitment from the department for this to be available in the future.

Election of Chairperson for 2010: Commissioner Scott was nominated for the position of Chairperson for 2010. **A MOTION was made, seconded and unanimously carried to approve Commissioner Scott for Chairperson of the Board.**

Minutes:

Board of Commissioner Meeting Minutes of December 17, 2009: **A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes as presented.**

Financial Report:

- January 2010 Expense Report: This report was reviewed for information. The final expenses and revenue report will be available at the next meeting.
- King County Investment Pool Newsletter – November 2009: This report was reviewed for information. Chief Doerflinger reported that King County Investment will host a meeting on 1/27/10 that he and Administrative Assistant DeLeon will be attending.

Correspondence:

- City Maple Valley Agenda(s): Chief Doerflinger reported that the Noel Gerken was elected Mayor and Victoria Jonas was elected Deputy Mayor.
- WFCFA 2010 Saturday Seminar Series: Chief Doerflinger asked the Commissioners to let staff know if they would like to attend, so reservations can be made.

Meetings:

- 1/7/10 - Officer Meeting: Deputy Chief Rude reported that after the meeting, Tony Ventrella , former Sportscaster, gave a presentation to those in attendance.

- 1/7/10 – Washington State Auditor Exit Interview: Commissioner McGee reported that he was very pleased with the results given during the exit interview. The Auditor was complimentary of staff and the processes that are in place.

Public Comment:

Business:

Interim Deputy Chief Position: Chief Doerflinger recommended that Captain Cowan be appointed to the position of Interim Deputy Chief of Support Services, beginning on 1/11/10, at a pay scale of 140% of the First Class Firefighter wage. **A MOTION was made, seconded and unanimously carried to approve Captain Cowan as Interim Deputy Chief of Support Services at a pay scale of 140% of First Class Firefighter wage.** The MOU was passed by the Union and this will be in place when it is available.

Commissioner Rules & Procedures: Discussion on the first four sections was held, with changes being recommended. These changes will be incorporated into the document and ready for approval at the next meeting.

Leadership Transition: Survey questions were discussed. Survey questions on the Vision and Mission statements will be included. The Citizens Advisory Committee (CAC) meets on 1/13/10. Chief Doerflinger will review the 2010 budget and go over the Leadership Transition items with them.

The Fire Chief Selection process was discussed. Chief Doerflinger does plan to participate in the selection process as a candidate. Deputy Chief Rude will coordinate the selection process. A special meeting will be held to start discussion on the process. This will be scheduled prior to the next regular scheduled meeting.

Policy AG 43-1114 Salary and Benefits: This is the end of the two week review period. **A MOTION was made, seconded and unanimously carried to approve AG 43-1114 Salary and Benefits policy.**

Personnel:

Career/Volunteer Staff

- D L & I – one employee on long term disability has returned to light duty.

Operations:

Major Emergency Incident Report

- A house fire in the Hobart area was discussed.

Training

- Training is working on the new volunteer resident program. Battalion Chief O'Brien will be in charge of this program, along with three resident coordinators, one from each shift.

Support Services:

Fire Marshal's Office

- Level of Service Contributions: The appeal process is continuing.

Public Education

- The report on activities was reviewed.

Apparatus and Equipment

- Deputy Chief Rude has received the Performance Bond from Sutphen Corporation for the new Engine. A payment for the new engine is included in the vouchers for signatures.

Facilities

- Deputy Chief Rude reported that the Station 81 remodel is moving forward. A schedule is available for the Commissioners upon request.

Events: 1/20/10 Legislative Day in Olympia
1/20/10 King County Commissioners Installation Banquet, Maple Wood Golf Course
3/17/10 King County Fire Commissioners Meeting: Maple Valley will be hosting the meeting on 3/17/10.

Vouchers: Review #12099 through #12109 for \$93,088.79 (General Expense Fund)
Review #12110 for \$9,386.50 (Capital Fund Expense)
Review & Approve #01001 through #01020 for \$8,100.41 (General Fund Expense)
Review & Approve #01021 through #01055 for \$58,588.57 (General Fund Expense)
Review & Approve #01056 through #01058 for \$541,892.25 (Capital Fund Expense)
Payroll for \$178,891.93
Deferred Compensation for \$30,991.50
Retirement for \$26,390.06
Payroll Taxes for \$43,275.94

With no further business to come before the Board, the meeting was adjourned at 7:15 p.m.

Chairman Brian McGee

Faye Barker
District Secretary

Commissioner Mike Scott

Commissioner Camille Walls