

Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 08-082

MINUTES OF THE REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, SEPTEMBER 18, 2008

Attending: Commissioners Granlund and Scott; Fire Chief Lemon; Firefighters Butler and Ager; Administrative Assistant Renwick; Administrative Office Manager Barker; Volunteer Recruits Tupis, Welker, Menzies, Sanders, Jorgensen, Hardy and Rasmussen.

Commissioner McGee had an excused absence from the meeting.

Commissioner Granlund called the meeting to order at 6:08 p.m.
The new Volunteer Recruit members were introduced and the swearing in ceremony took place.

Minutes:

The Minutes from the regular Board of Fire Commissioner Meeting of September 4, 2008 were **approved as presented by Motion, Seconded and unanimously carried by the Board.**

Financial Reports:

Chief Lemon provided and reviewed the following reports to the Board of Fire Commissioners:

Revenue Report, August 2008: Nothing significant to report, all accounts are where they should be for this time of year.

Expense Report, September 2008: Chief Lemon reported that all discretionary overtime has been suspended. He explained that the budget for EMS overtime budget is almost used. All other accounts are within expectation for this time of the year.

KC Investment Letter:

- Rhinebridge Loss Distribution: Chief Lemon explained that two out of the four commercial accounts through King County Investments have been settled.
- Letter – Ken Guy, King County Investments: The letter explains that the volatility of the market should not affect the funding of the Investment Pool.

BLS Transport Billing: This report was reviewed and noted that last month transport deposits were over \$37,000.

Correspondence:

City Maple Valley Agenda(s): Chief Lemon reported notable issues from a joint meeting of the City Council, Planning Commissioner and Economic Development Committee concerning the Four-Corners Sub-Area Plan. At the end of the meeting the general

censes was the plan should be pedestrian friendly, provide connectivity from the Four-Corners area to the Cities Legacy Site; and Chief Lemon is planning to attend an open public hearing of the King County Council to testify concerning the impact of that developing the Summit Pit will have on Maple Valley Fire and Life Safety in regards to increased population, housing units, traffic congestion and emergency call volume.

09/15/08, Thank You Villapolooza: Lake Wilderness Villa dropped off a thank you card for the Fire Department following a successful "Villapolooza" event, Firefighters Carpenter and Johnson attended and handed out information and provided public relations.

09/15/08, Thank You Cedar Creek Church: The Fire Department was not able to attend this function, but the Cedar Creek Church sent a thank you card for a willingness to try and be there and for all we do in the community.

The Board of Commissioner held a brief discussion regarding the number of emergency incident responses and transports the Fire District has from Wilderness Villa, Fountain Court and other assisted living apartments in the District.

Meetings:

09/17/08 King County Fire Chief's Executive Board: Chief Lemon reported on attending this meeting. The main topic was the aging county wide radio system and how to fund its replacement. He also reported that the County Fire Chief's of Pierce/ Snohomish and King County plan to meet to address common issues in the near future.

09/17/08 King County Fire Commissioner Association: Chief Lemon attended this meeting and reported that the King County Commissioner are not satisfied with the representation they are getting from the State Fire Commissioners Administrative Executive.

Public Comment: None

Business:

2009 MVFLS Leadership Workshop (September 11, 2008): Chief Lemon asked if the Board of Commissioners had any feedback from the Workshop. Commissioner Granlund stated he had heard a lot of good things about it and was sorry he was unable to attend. Commissioner Scott stated he had some notes from the Workshop and will provide comments for discussion at a future meeting.

Fire Levy Lid Lift Vote November 4, 2008:

- King County Election Receipt for 11/04/08 General Election:
- Chadwick Consulting and Management Services: Chief Lemon has scheduled a meeting with Barbara Chadwick, of Chadwick Consulting regarding the upcoming election. Commissioner Granlund would also like to attend that meeting.

Washington State Fire Commissioner Conference: Commissioners Granlund and McGee will be attending the conference in Sea-Tac.

Snure Seminars (10/22/08): Chief Lemon asked if any of the Fire Commissioners were interested in attending the Snure Seminar, they all declined at this time.

KCFDP 37/Kent FD Mutual Aid Agreement Six Month Review: Chief Lemon reviewed three areas of concern with emergency response work in the Covington area and is planning to meet with Chief Schneider to discuss the issues. The three issues include first response reimbursement for Map Box 48, the lack of AMR transport units availability for Map Box 39 and 48, and the changing of Map Boxes on the South side of Kent-Kangley from Maple Valley to Kent. That area is still within Maple Valley Fire and Life Safety's jurisdiction and will be changed back.

Overtime Cost and Authorize Staffing Levels: Chief Lemon briefly discussed the overtime budget and the only way to curve the on-going expense is to drop minimum staffing levels from twelve to eleven or ten. Chief Lemon is also reviewing sick leave and family sick leave usage year to date.

Operation Staffing Changes: Discussion was held regarding operational staffing changes, to include cross-staffing and volunteer use in the evening. The focus is to have the primary engine companies staffed to the levels needed. This would result in un-staffing one of the 24-hour aid cars and reassign the personnel to other apparatus. The Fire District would also potentially save some funds by not having to pay out the 7% premium pay for two firefighters assigned to the second 24-hour aid car. Commissioner Scott asked Union Vice President Ager for input; Vice President Ager stated he felt the premium pay should be paid to the crews that are required to cross staff from their engine company / aid cars. Commissioner Scott commented that any arrangement that would need to be made between administration and the Union would be temporary in nature and that this should be mediated to serve the best interest of the public.

MOU Dental/Orthodontic Agreement: The original document was misplaced. Chief Lemon requested the Commissioners sign new documents concerning the agreement that was already approved.

Liability Insurance: Chief Lemon reported that this is the annual liability insurance protection for the Fire District including the umbrella coverage. Chief Lemon reported the premium amount decreased this year slightly this year.

Personnel:

Career/Volunteer Staff:

- Lieutenant promotional Testing: Eleven firefighters took the written test, and six passed and will be moving on to the assessment center.
- Volunteer Application, Fleet Maintenance: Chief Lemon reported there is a person requesting to volunteer to work with Fleet Manager Backer and get experience working on diesel engines and fire trucks. The application was approved.

Operations:

Major Emergency Incident Report:

- Staff responded to an aid call in King County Fire District #47 when no one from Fire District 47 turned out. Engine 80, Aid 80, Battalion 81 and Chief 81 handled the incident. Airlift was requested for a leg injury. Chief Lemon was directed to contact Fire District 47 to work out an agreement to handle Fire District 47's calls when there are no volunteers available.
- On 9/11/08 there was a vacant modular home fire in the 19400 of Kent-Kangley next to Cedar Heights Jr. High School. E83, E75, E81, E80 A80 B81, B71, C81 MOS 1, M11 all responded. No one was living in the structure and power had been disconnected sometime ago, there were reports of children in the area when the fire broke out. Kent Fire Investigators is handling the investigation.
- On 9/13/08 a two teenage girls ran the vehicle they were driving through a fence on Byers Road. One girl had to be cut out of the vehicle, both patient were stable and were transport to area hospitals. A by-stander became difficult during the call a King County Deputy Sheriff was called, the individual was detained by the deputy.
- On 9/13/08 a vehicle vs. pedestrian accident happen at the 17400 of Highway 169. The individual struck by the car was in the middle of the road and the car was traveling about 50 to 55 mile a hour. The pedestrian was pronounced dead at the scene. B81, A81, E81, E84 and C81 responded to the call.
- On 9/15/08 there was another modular home fire at the 19200 Kent-Kangley. This is within Maple Valley's jurisdiction, but was dispatched as a Kent Fire. No one was home at the time of the fire, and the house was a total lose. B81, B71, E83, E75, E72, E74 all responded to the call.

Training:

Volunteer Firefighter Academy 2008-02: The new volunteers were sworn in tonight at the beginning of the meeting.

Support Services:

Fire Marshal's Office: Nothing to report at this time.

Public Education: The annual news letter is expected to be mailed on the week of October 10 2008.

Maple Valley Emergency Coordination Center: Nothing to report at this time.

Apparatus & Equipment: Nothing to report at this time.

Facilities:

- Station 83 & 84 Generators: The inspectors have been out and approved the installation. A test run will be conducted later this month and the generators should be fully operational by the end of September.
- Station 82 Storm Drain Repairs: The repairs on the storm drain have been completed.
- Station 86 Storm Run-Off Pond Repairs: The repairs to the storm water retention pond have been completed.

Community Events:

10/3/08: Maple Valley/Black Diamond Chamber of Commerce Dinner and Auction

11/1/08: Maple Valley Rotary Annual Auction and Dinner

Vouchers: Reviewed #09059 through #09061 for \$576.24
Reviewed & Approved #09062 through #09104 for \$41,269.64 (General Expense Fund)
Reviewed & Approved #09105 through #09113 for \$119,745.35 (Cap Imp Fund)
Payroll for \$161,315.20
Payroll Taxes for \$34,509.52
Retirement for \$30,039.72
Deferred Compensation for \$11,594.50

With no further business to come before the Board of Fire Commissioners, the meeting was adjourned at 7:40 p.m.

Chairman Brian McGee

Timothy W. Lemon
Fire Chief/District Secretary

Commissioner Jeff Granlund

Commissioner Mike Scott