

# Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 08—096

MINUTES OF THE REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, NOVEMBER 20, 2008

Attending: Commissioners Granlund, McGee and Scott; Chief Lemon; Deputy Chiefs Doerflinger and Rude; Battalion Chief Bille; Lieutenant Adams; Firefighters Butler, Morrow and Warm; Administrative Office Manager Barker

Commissioner McGee called the Open Public Meeting to order at 7:00 p.m.

There was no public in attendance for the meeting. The Open Public Meeting was closed.

The regular meeting was called to order at 7:02 p.m.

## **Minutes:**

The Minutes from the regular Board of Fire Commissioners Meeting of November 6, 2008 were **approved as presented by MOTION, Seconded and unanimously carried by the Board.**

## **Financial Report:**

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

Expense Report: Chief Lemon reviewed the Fire District's expense report for November 2008.

Revenue Report October, 2008: Chief Lemon reported the revenue for the 2<sup>nd</sup> tax cycle of 2008 is reflected in this report.

BLS Transport Revenue Report October 2008: Chief lemon reported the collection percent is approximately 50-60 percent.

## **Correspondence:**

City Maple Valley Agenda(s): Chief Lemon noted that the city is working on sub-area planning for the Four Corners Area. The City Manager has facilitated a local agreement with King County Executive's office regarding the Summit Pit area.

Thank you – Light of Life Preschool: The Commissioners viewed this item.

Thank you – Larry Jensen Family: The Commissioners viewed this item. Chief Lemon reported that Facilities Manager Jensen is recuperating from surgery.

Thank you – Adam Downs Family: The Commissioners viewed this item. Chief Lemon reported that the Downs family was celebrating the birth of a new baby.

### **Meetings:**

King County Fire Commissioner Oversight Committee: Commissioner McGee reported on attending the meeting. King County Fire Marshal Klopfenstein reported that a hearing will take place in January to discuss the new roadway standard. A public meeting will be announced.

### **Public Comment:**

### **Business:**

Special Operations Team Review: The overall Special Operations team was reviewed along with the expense of having a special operations team. Chief Lemon noted that start-up costs are more than what it takes to maintain a team.

BLS Transport Program Review: This program was reviewed. Discussion was held regarding the billing to citizens of the district.

Volunteer Resident Firefighter (VRF) Program Review: A committee will be developed to review the VRF program as a whole. Chief Lemon has received good information from staff. He explained that funds that are not spent for the VRF program will be rolled back into the general fund, this is normal procedure. The retention rate is a concern and a contract with new residents was discussed.

Regular Staff Wages: Chief Lemon distributed a memo for the Board and deferred to them for their decision. Discussion was held regarding wages and when comparables will be done again. Chief Lemon explained that comparables were done for the 2007 wages and would be done again in 2009 for wages in 2010. A **MOTION was made to give regular staff a cost of living increase, Seconded and unanimously carried by the Board.**

King County Authorization Signatures for MVFLS: The form requires signatures for signing Blanket Vouchers for accounts payable. The Board signed this form for King County.

Fire Levy Lid Lift Vote November 4, 2008: Indications are that the levy will not pass. Discussion was held regarding doing a survey in the community. The Commissioners want to know what the problem might be and why it didn't pass. Chief Lemon will get more information and have it for the first meeting in December.

MOU with Local 3062 – Medical Health Care Coverage: and BLS Premium Pay: The Union approved both the MOU's. The BLS Funds that would normally go to a crew on the 2<sup>nd</sup> aid car will be redistributed to staff that are cross-staffing the aid car. Chief Lemon recommended that the Board approve the MOU's. A **MOTION was made, seconded and unanimously approved.**

Resolution 2008 – 13 and 14; 2009 Budget Submittal to King County: These resolutions have to be filed at King County by November 28, 2008. A **MOTION was made, to approve Resolution 2008, 13 & 14, seconded and unanimously approved.**

AG 43-1111, Non-emergency Overtime Callback: This is the conclusion of the two week review time. A **MOTION to approve AG 43-111 was made, seconded and unanimously approved.**

AG 43-1112, Distinguished Service and Awards: This was distributed for review and is the beginning of the two week review period.

### **Personnel:**

Career/Volunteer Staff:

- Lieutenant's Promotional Testing: This test was held to create a three-year list. Letters have been sent to the seven individuals that passed.
- King County Officers Development Academy: FF Fox has completed this course.

### **Operations:**

Major Emergency Incident Report: There is nothing significant to report on at this time.

Operation Staffing Changes: The updated apparatus staffing plan for 2009 is currently being developed.

Training:

- Volunteer Firefighter Academy 2008-02: The current volunteer recruit class graduation is this Sunday at Tahoma High School at 3:00.

### **Support Services:**

Fire Marshal's Office: A new apartment complex is under construction at 228 SE & SE 243.

Public Education: Discussion was held regarding the Christmas Engines and whether or not they will go through neighbors this year. They will be stationed at Safeway and QFC to help promote the food drive.

Apparatus & Equipment:

- Engine Bid Specs: The specs are still under review. These specs will meet the NFPA 1901 requirements.

Facilities:

- Upgrade to Mitel Phone System: The phone systems have been evaluated and an update is needed. A letter was received from the auditor stating that an update fits the capital budget requirements. D/C Rude requested the Board's approval to proceed with updating the Mitel phone system and the Board concurred.

**Community Events:**

King County Commissioners and King County Chief's Installation Banquet is scheduled for January 23, 2009 to be held in Renton.

**Vouchers:** Review #11076 through #11114 for \$28,666.39 (General Exp Fund)  
Review #11115 through #11117 for \$6,279.95 (Cap Imp Fund)  
Payroll for \$244,796.50  
Payroll Taxes for \$61,167.24  
Retirement for \$29,129.93  
Deferred Compensation for \$14,943.50

**Adjourn:** With no further business to come before the Board of Fire Commissioners, the meeting was adjourned at 8:25 p.m.

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Chairman Brian McGee

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Timothy W. Lemon  
Fire Chief/District Secretary

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Commissioner Jeff Granlund

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Commissioner Mike Scott