

Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 09-024

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MARCH 19th, 2009

Attending: Commissioners Granlund, McGee and Scott; Fire Chief Lemon; Deputy Chief's Doerflinger and Rude; Lieutenant Madden, Firefighters Goll and Butler, Administrative Assistant Renwick;

Commissioner Granlund called the meeting to order at 6:00 p.m.

There was a special recognition presentation for David Alcazar who has completed his requirement to become a CERT Captain. David Alcazar was presented with his certificate of completion and red Captains Helmet. The Board of Fire Commissioner congratulated him for a job well done.

Minutes:

The Minutes from the regular Board of Fire Commissioners Meeting of February 19th, 2009 were approved as presented by MOTION, Seconded and unanimously carried by the Board.

Financial Report:

Expense Report – March 2009: Distributed and reviewed for information.

2009 Budget Amendment: **The Budget Amendment was reviewed and approved as presented by MOTION, Seconded and unanimously carried by the Board.**

First Amendment to King County Investment Pool Agreement: Chief Lemon distributed the Agreement to the board for their review and approval to extend the contract, and explained the reduction of basis points. **A MOTION was made, Seconded and unanimously carried by the Board, to approve the extension of the agreement.** The District Secretary was directed to sign the agreement.

There was discussion regarding the possibility of reduced assessed values (AV) in the future and how the Fire District is prepared to operate with a reduced budget. The Board of Commissioner's expressed their interest in being involved with planning and strategizing meetings with the staff concerning this issue.

Public Comment: A member of the public addressed the Board with a question about the percent drops of AV values means in dollars. Chief Lemon explained the process, formula and the effect to the agency's budget. Another member of the public wished to express his respect as to how Maple Valley Fire & Life Safety operates the agency financially. He felt the

department is represented as conservative and that the citizens of Maple Valley value that with the current state of the economy.

The Board of Commissioners requested staff provide a snapshot of what the reduction in AV would look like to the Fire District's AV and how/if it would impact the General Budget. Chief Lemon will prepare projections for the Board of Commissioners review at the next Board meeting.

Correspondence:

City of Maple Valley Agenda(s): Chief Lemon reported that the City of Maple Valley has hired Mr. David Johnson as the new City Manager. The permanent position will begin in April.

Chamber Gazette 03/2009: Reviewed for information.

Meetings:

03/06/09, Labor Management Committee (LMC): Chief Lemon relayed the overview of the meeting and that most of discussions were budget related with efforts towards cost reductions.

03/09/09, Union Financial Committee: Chief Lemon reported that he met with members of the Union Financial Committee to provide them with a briefing and better understanding of the Fire District's finances. The Union's Financial Committee will be working with the Chief to help find cost savings in our 2009 budget, while keeping the Chief apprised of those areas of the budget that the Union feels are highly important.

03/12/09, King County Fire Marshal's Office (KCFMO): Chief Lemon announced that the department's efforts to persuade the KCFMO to reject the proposed narrower road widths were successful. Based on comments received, DDES chose not to modify the minimum approved unobstructed fire apparatus road access width of twenty feet. Public Rule 17-09 Fire Apparatus Access Road Requirements Based on Width becomes effective April 16, 2009.

Public Comment: No public comment was made at this time.

Business:

2009 Elections – Fire Levy Lid Lift: Discussion was held about waiting for the results of the public survey before addressing a Fire Levy Lid Lift. Chief Lemon stated we should have a presentation on the public survey sometime in April and no later than the first meeting in May.

Legislative Issues: Chief Lemon distributed the Washington Fire Commissioners Association legislative report for February 27, 2009 and stated that we are continuing to monitor the legislative activity on bills that are of interest to the Fire District.

Long Range Plan (LRP): Chief Lemon distributed a first draft of the 2009 LRP up-date for the Administrative Division for the Board of Fire Commissioner's review. Chief Lemon will be setting

a schedule of work meetings for the LRP Committee. The Board of Fire Commissioner's indicated they would be interested in attending and participating in the workshops.

48/96 Work Schedule: Chief Lemon announced that the Union has not finalized their vote on this issue and the results should be available by the next Board meeting. The Board of Commissioners decided to leave the MOU tabled until the results of the Union's vote are in.

SOG's: The two week review period of following list of SOG's before the board was **approved as presented by MOTION, Seconded and unanimously carried by the Board.**

- SOG 43-2110, High Pressure Air Systems (replaces Policy 70)
- SOG 43-2300, Hazardous Material Responses (replaces Policy 61, 43)
- SOG 43-2301, Carbon Monoxide Response (replaces Policy 68)
- SOG 43-2302, Natural Gas Emergency Response (replaces Policy 56, Procedure C)
- SOG 43-2303, Propane Gas Emergency Response (replaces Policy 56, Procedure C)
- SOG 43-2506, Automatic Fire Alarm Response (response to alarms Procedure A)
- SOG 43-2600, Wildland Firefighting (replaces Policy 69)

Personnel:

Career/Volunteer Staff:

- ✓ Disabilities: Maintenance Facility Manager Larry Jensen has returned to his duties on light duty and we are all very happy to have him back. One firefighter is currently on long term disability at this time.
- ✓ A letter from Dr. Rea, Program Medical Director for King County EMS, was presented to the Board of Commissioners recognizing Fire District personnel's efforts during a cardiac arrest on January 2009. Acknowledgements went to Firefighter-EMT's Gordy Plett, James Morrow, Gary Hardy, Jon Graziani, Jason Fox, Lieutenant Ken Whitmore and Chief Darby Handley. Job well done.
- ✓ Deputy Chief Rude was accepted for to the Executive Planning class at the National Emergency Training Center (NETC) in May of this year.
- ✓ Firefighter Alex Rubido has successfully passed the 3nd class tests and was promoted to Firefighter 2nd Class. Congratulations were given to Firefighter Rubido.
- ✓ Captain Matt Cowan has requested a tentative 12 month leave of absence. The Board of Fire Commissioner held a lengthy discussion with staff before **approving the request as presented by MOTION, Seconded and unanimously carried by the Board.**

Public Comment: The Chairman of the Board allowed public comment by a citizen that voiced his opinion regarding the decision to change the tradition of the holiday engine last December. He wishes to see the program return and expressed that he would volunteer his efforts to support the program if that is what is needed to continue the tradition. Chairman Granlund thanked the citizen for his care, concerns and contributions

as well as his attendance and assured him the Fire District would consider his input on this issue.

Operations:

Major Emergency Incident Report: Nothing new to report

Volunteer program Review: Deputy Chief Doerflinger is preparing a recommendation for Chief Lemon regarding the committees review.

Training: Nothing to report at this time.

Support Services:

Fire Marshal's Office: The Fire Service Road Access will remain at a minimum of twenty feet unobstructed per DDES and the King County Fire Marshal's Office.

Public Education: Citizen Emergency Response Team (CERT) class is well attended and three personnel from the City of Maple Valley are currently in the class.

Maple Valley Emergency Coordination Center: Police Chief Scott Somers, Interim City Manager Christy Todd and Deputy Chief Rude met on Monday the 16th to work on setting up training exercises for the GMVECC.

Apparatus and Equipment: The Apparatus Committee is finalizing the engine specs.

Facilities:

- ✓ Station 84 Flooding/Repairs: FEMA officials met with Deputy Chief Rude on funding for repairs to Station 84 from the flood and the storm water run-off problems.
- ✓ Captain Testing: Deputy Chief Rude announced that the Fire District will be holding a Captain test later this year per the Collective Bargaining Agreement.
- ✓ Station 81 Remodel: We are waiting on the cost analysis from the architect on the initial drawings.

Events: Nothing new to report.

Vouchers: Review #03070 for \$694.76 (General Exp Fund)
Review & Approve #03071 through #03109 for \$37,929.11 (General Exp Fund)
Review & Approve #03110 through #03114 for \$5,540.30 (Cap Imp Fund)
Payroll for \$162,064.48
Payroll Taxes for \$29,586.55
Retirement for \$29,526.69
Deferred Compensation for \$10,234.50

With no further immediate business before the Board, this meeting was recessed at 8:28 p.m. and will be continued at a later time and date to be announced.

Chairman Granlund called the meeting back to order at 6:00 pm April 2, 2009 and immediately adjourned the meeting.

Chairman Jeff Granlund

Timothy W. Lemon
Fire Chief/District Secretary

Commissioner Brian McGee

Commissioner Mike Scott

Minutes Prepared by Christine Knight Renwick