

Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 09-027

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS, APRIL 2nd, 2009

Attending: Commissioners Granlund, McGee and Scott; Chief Lemon, Deputy Chief's Doerflinger and Rude; Battalion Chief Handley; Lieutenant Rogers; Firefighters Ager, Askevold, Hunter, and Knowles; Ms. Turner, Hebert Research; Jonathan Hrehov and his father; Administrative Office Manager Barker

Chairman Granlund called the meeting to order at 6:05 p.m.

A Certificate of Appreciation was presented to Jonathan Hrehov for building, installing and testing a Ham Radio antenna for Station 83. The Board of Fire Commissioner's congratulated him for a job well done. This was Jonathan Hrehov's senior project for Tahoma School District.

The Commissioners agreed to review The Final Report of the Community Survey from Hebert Research out of order. Ms. Turner presented the data collected and fielded questions from the staff. The Commissioners decided to continue reviewing the information and discuss it further at a future meeting.

Minutes:

The Minutes from the regular Board of Fire Commissioners Meeting of March 5h, 2009 were approved as presented by MOTION, Seconded and unanimously carried by the Board.

Financial Report:

Expense Report – April, 2009: Chief Lemon presented this report for information with nothing significant at this time.

King County Investment Pool Letter: Chief Lemon reviewed this report for information.

Assessed Value Decrease Projections: Chief Lemon presented information for the Board and reported that there would have to be a 15.2% decrease in assessed valuations before the District would realize a reduction in revenue.

Correspondence:

City Maple Valley Agenda(s): Chief Lemon reported that the City hired David Johnson as the new City Manager.

Thank You Card, A-Shift, Erickson, Butler: The Board reviewed this for information.

E-Mail King County 2009 Election Workshop: Chief Lemon is planning to attend the workshop provided by the County Election Office.

Meetings:

04/01/09 Labor Management Committee Meeting: Deputy Chief Doerflinger reported that the Union and Management have been taking the steps needed to implement the 48/96 schedule. Other items discussed were the Safety Committee and the Firefighter's Ball which is in initial planning stages.

King County Medic One: Commissioner Scott reported on the meeting. The Medic unit 13 was discussed and information provided on the different Medic groups.

FEMA: Deputy Chief Rude reported on meeting with the FEMA representatives. The disaster forms were provided for the snow event. Possible funding from FEMA was discussed.

Public Comment: Firefighter Plett commented that a blood drive would be held tomorrow at Station 81 if anyone would like to participate.

Business:

2009 Elections - Fire Levy Lid Lift: Community Survey Results Presentation – Discussed earlier in the meeting; Citizen Advisory Committee – Discussion followed on whether a Citizens Advisory Committee should be organized to provide their perspective on having a fire levy lid lift on the ballot this year. The Board approved Chief Lemon to develop a Citizen Advisory Committee.

Legislative Issues – Chief Lemon reported that the Washington State Fire Chief's and Washington State Fire Commissioners reports and up-dates are available on line and that staff is monitoring the different legislative items.

Long Range Plan – Chief Lemon provided a schedule of the planning meetings for the Board's information. Long Range Planning and ideas were discussed. Deputy Chief Doerflinger will research ideas on blood pressure/sugar level testing.

48/96 MOU with Local 3062 – The Union Local voted and passed the MOU and is seeking Board's approval to move forward with the change in schedule. The implementation date for the trial period is in July. **A Motion was made to approve the 48/96 MOU with Local 3062, seconded and UNANIMOUSLY APPROVED.** The MOU was signed at this time.

Chief's Chat with the Troops in April – The Commissioners expressed an interest in attending the Chief's Chats and Chief Lemon provided the schedule in case the Board members are interested in attending.

Regionalization of Fire Services – Chief Lemon reported that the District has been invited to attend a meeting with District #10 and District #38 Commissioners to discuss regionalization. One of our staff will attend and the Commissioner's should let Chief know if they are interested in attending.

Public Disclosure Commission – a reminder was given to the Board members to complete their PDC information by 4/15/09.

Personal Service Contracts – Commissioner Granlund requested Personal Service Contracts be added to the next Agenda. Commissioner Scott requested performance evaluations to be performed prior to initiating discussions of personal contracts.

Personnel:

Career/Volunteer Staff: One firefighter is on Long Term Disability and is expected to be back to work soon.

Operations:

Major Emergency Incident Report: None to report at this time.

Volunteer Program Review: Chief Doerflinger reported that the committee has made a recommendation to Chief Lemon to revamp the current system. The recommendations include: establishing resident coordinators on each shift; re-certification of engine drivers; the establishment of an “officer” program for those that ride in the right seat; establishing a three person minimum in outlying stations; however, if three personnel are not available to staff the engine, then the aid car would be staffed. Chief Lemon approved the recommendations and they will be implemented as soon as the Operational Documents are prepared by Chief Doerflinger.

Station 83 Cross-Staffing: Deputy Chief Doerflinger reported that after his research was completed he recommended cross staffing Station 83’s engine and aid car. Chief Doerflinger looked at: BLS transports, percentage of EMS alarms, concurrent calls, the number of times a second unit was needed for a BLS call (469 time) and determined that Station 83 could handle 90% of their alarms by cross-staffing. It was noted that Station 83’s work out room will have to be addressed when the aid unit is placed back in Station 83. Chief Lemon has approved the plan.

The Station order for Map Box 55 and 57: Chief Doerflinger reported that he has re-evaluated the station order for Map Box 55 and 57. The station order will be changed to provide the closest staffed resource to the North side of the Cedar River in these two map boxes.

Training: Nothing to report at this time.

Support Services:

Fire Marshal’s Office: The Fire Marshal’s office is currently working on three additional plan reviews and four new construction reviews. It was also noted that the only change in Outdoor Burn Regulations through Puget Sound Clean Air Agency will be in Kitsap County at this time.

Public Education: The Public Education Division is very busy, including the CERT graduation last week.

Maple Valley Emergency Coordination Center: There are some new individuals in the group and the school district has requested help from Deputy Chief Rude to develop a table top exercise for them in May.

Apparatus & Equipment: Nothing to report at this time.

Facilities:

Station 84 Flooding/Repair/Remodel: Deputy Chief Rude met with the King County representative for surface water and flooding issues and will be working with the county to provide help with the drainage in back of Station 84. Station 84's interior flood damage will be repaired in the next two weeks.

Station 81 Remodel: This plan is still in progress. We are waiting on a HVAC and a roof representative to evaluate and make recommendations on the conditions of these two items.

Captains Test: The captain's test has been established and a letter will be sent out to all the candidates. There are nine that are eligible to take the test.

Events:

03/24/09 Boy Scouts of America Benefit Breakfast: Chief Lemon attended on behalf of the Fire District.

03/26/09 Greater Maple Valley Area Community Center Benefit Breakfast- Chief Lemon noted that the Local 3062 Union was one of the primary sponsors for the event and that Deputy Chief Doerflinger, P.J. Knowles, Mike Ager, Todd Merry, Rich Rock, Drew Erickson, Blake Cleveland, Rex Raney, Jeff Hammock and himself attended.

03/28/09 Community-Above-Self- Day – Chief Lemon participated in this Rotary sponsored function with a variety of community projects being worked on.

Vouchers: Review #04001 through 04033 for \$100,307.35 (General Exp Fund)
Review & Approve #04034 through #04061 for \$9,431.62 (General Exp Fund)
Payroll for \$167,406.15
Payroll Taxes for \$25,685.00
Retirement for \$30,510.15
Deferred Compensation for \$10,234.50

Deputy Chief Doerflinger requested an audience with the Board of Commissioners at a future date.

The Board of Commissioners recessed at 8:10 p.m. for ten minutes to hold a Board for Volunteer Firefighter's Meeting. After that time an executive session will be called to order. At

8:20 The Board reconvened the regular meeting and adjourned into an executive session to last approximately one hour.

Executive Session: RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency;

At 9:20 the Board reconvened the regular meeting, there were no announcement made following the executive session.

Adjourn:

With no further business before the Board of Commissioners, the regular meeting was adjourned at 9:20 p.m.

Chairman Jeff Granlund

Timothy W. Lemon
Fire Chief/District Secretary

Commissioner Brian McGee

Commissioner Mike Scott