

Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 09-048

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS, MAY 7th, 2009

Attending: Commissioners Granlund, McGee and Scott; Chief Lemon, Deputy Chief's Doerflinger and Rude; Battalion Chief's O'Brien and Bille; Lieutenant T. Brown; Firefighter Ager, Rock, Knowles, Carpenter, and Cleveland.

Chairman Granlund called the meeting to order at 6:02 p.m.

Minutes:

The Minutes from the regular Board of Fire Commissioners Meeting of April 2nd, 2009 were tabled for further review at a later date.

The Minutes from the regular Board of Fire Commissioners Meeting of April 16th, 2009 were approved as presented by MOTION, Seconded and unanimously carried by the Board.

Financial Report:

Expense Report – May, 2009: Chief Lemon presented the expense report to the Board of Commissioners for their review.

King County Investment Pool Letter - 3/09: Chief Lemon presented the King County Investment Pool New Letter to the Board of Commissioners for their review.

2008 Election Cost - 4/29/09: Chief Lemon reported on the 2008 election cost.

2007 Auditors Final Report – 4/20/09: Chief Lemon reviewed the State Auditors final report of no finding that was mailed to the Board of Commissioners.

Financial Committee: Chief Lemon reported that the Financial Committee has scheduled their kick-off meeting for May 14th, 9:00am at Station 80.

Correspondence:

City Maple Valley Agenda(s): Chief Lemon attended the council meeting and reported that Maple Ridge Highland development annexation is moving forward at this time. Chief Lemon also presented four life saving awards to three citizens and off duty firefighter Drew Erickson for their heroic efforts in the resuscitation of a citizen in cardiac arrest.

04/21/09 Thank You Letter, MV Community Center, Easter Egg Hunt: The Board of Commissioners reviewed the information.

04/22/09 King County Council, Mountains to Sound Greenway: This correspondence was reviewed for information.

Certificate of Recognition – ROC Study 2005-2008: Chief Lemon presented a certificate of recognition to the Fire District from King County Emergency Services for the Fire District's contribution to the ROC study.

Thank You Card, Backer Family: The thank you card was presented to the Board of Commissioners.

Meetings:

04/22/09 Regionalization of Fire Service in King County: Chief Lemon attended this meeting and relayed an overview of the meeting stating that he did not feel the regionalization efforts in King County Fire Zone 1 would be beneficial to the Fire District or the citizens of the Fire District at this time.

04/23/2009, Valley Communications: Chief Lemon attended this meeting and reported on Valley Communication's new policy allowing dispatchers to provide direction to emergency response resource to stage when the scene is not safe to enter until such time as law enforcement has secured the scene.

04/23/2009, King County Zone 3 Chiefs: Chief Lemon attended this meeting, nothing notable to report.

04/24/2009, Maple Valley City Manager Lunch Meeting: Chief Lemon met with the new city manager for lunch and provided a brief tour and overview of the Fire District.

04/27/2009, Maple Valley City Council Meeting: This was reported on earlier in the meeting.

05/04/2009, King County Area Council: Chief Lemon, Deputy Chief Rude and Public Educator Janine Johnson attended the King County Area Council meeting and gave a presentation on CERT. Deputy Chief Rude also answered questions about the legislative action regarding building code changes for sprinkler systems in residential construction and explained the current standing of the proposed action.

King County Fire Marshal Oversight Committee: Commissioner McGee attended this meeting and reported on the discussion regarding the King County Fire Inspectors authority to enter all apartment units to conduct fire inspections. This practice is being challenged by attorneys who represent a group of property owners.

Maple Valley Emergency Coordination Center: Chief Rude attended this meeting and reported that the discussions mainly focused on a software program that has the ability to track inventory through multiple agencies and region wide.

Public Comment:

Union President PJ Knowles requested an opportunity to present a report to the Board of Commissioners outlining the Unions recommendations for cuts to the Fire District budget. The report was generated from the Union's Finance Committee. PJ expressed that the committee's efforts are focused towards retaining firefighter's jobs. Chief Lemon objected to the presentation sighting proper protocol and chain of command. Chief Lemon further stated this type of report should be submitted to him for the Fire District's newly created Finance Committee. The Board of Commissioners request copies of the report from Chief Lemon and took PJ Knowles request under advisement and thanked him for his efforts and concerns.

Business:

2009/2010 Elections - Fire Levy Lid Lift:

- Citizen Advisory Committee (05/04/09): Commissioner Granlund attended the meeting and expressed to the Board of Commissioners that he felt that the people participating display the potential of being a very strong and valuable committee. The meeting was the first time they have gathered together and presentations and discussions consisted of an overview of the Fire District to provide them with a familiarization and understanding the function of each division. The next meeting is scheduled to be a tour of the Fire District and each of the stations.
- Commissioner Position 3, General Election: Commissioner Granlund recognizes that his term will expire at the end of 2009 and he will need to decide if he will be running for re-election. He stated he will make an announcement of his decision in the near future.

Legislative Issues: Chief Lemon reviewed the highlights from the current legislative session.

Long Range Plan: Chief Lemon distributed a draft of the 2009 Long Range Plan, Administrative (Section 1) up-date for the Boards review.

Personal Service Contracts – Fire Chief, Deputy Chiefs: Nothing new to report, the Board agreed to table the review until June.

New Software "The Rules Guys Inc.": Deputy Chief Rude explained how the use of this software would compliment with our current software and will analyze data in Operations and Fire Prevention. The proposed software would enhance and expand the current software used. The Board of Commissioners concurred to purchasing the software.

Computer Maintenance Agreement: Deputy Chief Rude presented a proposal to change computer support companies. After some discussion, the Board of Commissioners approved the proposed change.

The proposed service contract was reviewed and approved as presented by MOTION, seconded and unanimously carried by the Board.

Fire Protection Contract with King County Library: Chief Lemon provided an overview of the standing Fire Protection Services Contract with the King County Library property that is located in the Fire District.

The proposed Fire Protection Service contract was reviewed and approved as presented by MOTION, seconded and unanimously carried by the Board.

Personnel:

Career/Volunteer Staff:

VRF Tyson Welker Resignation: Deputy Chief Doerflinger reported that family restraints lead Tyson to his resignation on 4/10/09.

VFR AJ Fandrich Resignation: Deputy Chief Doerflinger reported that AJ's resignation on 5/6/09 was due to being hired with an ambulance company in Eastern, WA.

VRF Chris Claeys Resignation: Deputy Chief Doerflinger reported that Chris's resignation on 5/5/09 was due to pursuing a job as a Californian state firefighter.

VRF Sonny Woo Resignation: Deputy Chief Doerflinger reported that time constraints lead to Sonny resignation on 5/7/09.

DL & I: Deputy Chief Doerflinger reported that one employee will be returning next shift from a D L & I injury and another employee went on D L & I leave and is expected to be out 4-6 weeks.

Operations:

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

Swine Flu Pandemic: Deputy Chief Doerflinger reported that the weeks prior regarding the Swine Flu proved to be a full scale exercise and not the pandemic threat which was predicted. This experience allowed the Fire District to exercise our plan and look to make improve in our emergency operations.

Laptop Work Stations for Office Staff and Remote Access: Deputy Chief Doerflinger reported that efforts were made to prepare the office staff to be able to conduct critical business functions remotely from outside the office in the case of a widespread pandemic.

Training: Nothing to report at this time.

Support Services:

Fire Marshal's Office: Deputy Chief Rude reported new commercial plans are being reviewed for developments within the city limits.

Knox Box applications are now available on the Fire District's website for citizen's to access the necessary information to make purchases.

Public Education: Nothing to report at this time.

Maple Valley Emergency Coordination Center: Deputy Chief Rude reported the CERT potluck on 4/30/09 had a large turnout in attendance by CERT members and members of the Fire District. Public Educator Janine Johnson was commended on a job well done in organizing such a successful event.

Apparatus & Equipment: Deputy Chief Rude reported the new engine specs are still a work in progress.

Facilities

Station 84 Flooding/Repair/Remodel: Deputy Chief Rude reported that Station 84's repair have been completed.

Station 81 Remodel: Deputy Chief Rude met with the architect this week and he will be sending a contract to the Fire District to start the remodel process. The primary goal of the remodel is to improve living conditions for the crews in the dormitories and kitchen area. The Board of Commissioners approved moving forward and get started on this project.

Station 83 10x40 Portable Building: Deputy Chief Rude reported that due to cross staffing, relocating the physical fitness room will be necessary to accommodate the second bay for an aid car. Chief Rude met with the City of Maple Valley to discuss requirements needed to allow a portable building to be permitted. The Board of Commissioners asked if staff had considered purchasing vs. leasing a portable building. Deputy Chief Rude indicated that we had, but ruled it out. The Board of Commissioner requested information on the cost of purchasing the portable building before making a decision. Deputy Chief Rude will have it at the next meeting.

Events:

04/25/09 Maple Valley Fishing Derby: Chief Lemon attended on behalf of the Fire District and reported that it was another successful event for the community.

05/02/09 Maple Valley Amazing Race: Chief Lemon attended and helped with this event.

05/17/09 City if Maple Valley Grand Opening Lake Wilderness Lodge: Chief Lemon reminded the Board of the invitation to the grand opening.

06/12/09 Maple Valley Rotary Golf Tournament: Chief Lemon reminded the Board of the upcoming event.

Vouchers: Review #04110 for \$306.13 (General Exp Fund)
Review & Approve #05001 through #05052 for \$115,623.43 (General Exp Fund)
Review & Approve #05053 through #05080 for \$9,427.97 (General Exp Fund)
Payroll for \$165,134.09
Payroll Taxes for \$33,849.04
Retirement for \$30,211.17
Deferred Compensation for \$10,929.50

The Board of Commissioners recessed the regular meeting at 7:30 p.m. to convene an Executive Session pursuant to : (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;). The Board announced that the Executive Session would be in session for approximately 60 minutes.

The Board of Fire Commissioners returned to regular session at 8:30 p.m.

Adjourn:

With no further business to come before the Board of Fire Commissioners, the meeting was adjourned at 8:31 p.m.

Chairman Jeff Granlund

Timothy W. Lemon
Fire Chief/District Secretary

Commissioner Brian McGee

Commissioner Mike Scott