

Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 09-067

MINUTES OF THE REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS,
JUNE 18, 2009

Attending: Commissioners Granlund, McGee and Scott; Chief Lemon; Deputy Chiefs Doerflinger and Rude; Battalion Chief Handley; Lieutenant Madden; Firefighters Erickson, Hunter, Graziani, Askevold and Coffin; Office Manager Barker; Warren Iverson and Dave Fields

Chairman Granlund called the meeting to order at 6:04 p.m.

Minutes:

The Minutes from the regular Board of Fire Commissioners Meeting of June 4, 2009 were reviewed and approved as presented by MOTION, Seconded and unanimously carried by the Board.

Financial Report:

Expense Report – June 2009:

2008 Election Cost – The District has been invoiced a total of \$150,000 for election costs in 2008. Discussion followed and Chief Lemon will have staff review the billing. There is a correlation between the number of voters and the amount the Fire District is we are charged; with the 2008 elections being a presidential election the turnout was much higher.

Revenue Report – May 2009: Chief Lemon noted that the District has collected 49% of the property tax revenue, and delinquent tax collections are above 90% of projections. The in-lieu tax invoices have been sent out and some contracts have been returned and signed.

King County Investment Pool – May 2009: This report was reviewed for information. Fire District cash investments are earning 1.62% as of May 2009.

Correspondence:

City of Maple Valley Agenda(s): The City of Maple Valley held a Special meeting to recognize Chief Scott Somers, who is being reassigned to Precinct 3 as the Operations Captain. Captain Michele Bennett was sworn in as the City of Maple Valley Police Chief.

Thank You - Costco: A thank you note was received from Costco, for one of their employees that had a medical emergency at the end of Maple Valley Days; Chief Lemon provided initial assistance until additional personnel arrived.

Thank you, Fire Marshal Webster: Christopher Lytel, did a "Ride Along" with Fire Marshal Webster and wrote a thank you note for the hospitality and opportunity.

Meetings:

6/10/09, Maple Valley Fire Life Safety's Safety Committee: The new 2009 Safety Committee has been elected. Fire Marshal Webster, FF/EMT Warm and VRF Imhoff have been elected; Deputy Chief Rude, Larry Jensen and Training/Health/Safety Safety Chief DiDonato have been appointed. The committee has elected Training/Health/Safety Chief DiDonato as their Chairperson.

6/15/09, Maple Valley City Council: This was discussed earlier in the meeting.

6/16/09, Citizens Advisory Committee (CAC): Commissioner Granlund reported on attending this meeting, and that the assessed valuation (AV) decrease could be as much as 16% or more. The Committee has done a great job and they were close to bringing a recommendation to the Board, but with the assessed valuation report, a change in planning will be taking place. Chief Lemon asked the Board if they would be available to meet with the Citizens Advisory Committee at a Special Board meeting to discuss the options that may be available which include; an excess levy or benefit service charge. Warren Iverson commented that he went on the Fire District tour with the rest of the CAC members, and was very proud to see how well kept the apparatus and equipment is and how well the buildings are maintenance. Dave Fields commented that the Maple Valley Area Council will not support any ballot measure until the fall of 2010. Commissioner Granlund will be meeting with the Maple Valley Area Council on 7/13/09 to present the Fire District's Long Range Plan and identify what forthcoming improvements will improve service to the Hobart area.

Valley Communications Board Meeting: Deputy Chief Rude reported that the dispatch rate per call is projected to decrease in 2010. The 800 MHz re-banding has been tabled until August. The Medic unit in the City of Renton has been moved back to Station 11; Medic 11 is still stationed at Station 75. Chief Al Church of South King Fire and Rescue is hoping to have more information regarding property assessed valuation to share with other King County Fire Chiefs next week.

Federal Emergency Management Agency (FEMA): Deputy Chief Rude reported that the mitigation plan concerning the January flooding at Station 84 was denied, but the request for

reimbursement for FEMA Categories E & B was approved. The reimbursement for the December, 2008 Snowstorm is still in the works.

City of Maple Valley Executive Staff Meeting: Chief Lemon and Deputy Chief Rude attended the meeting of the executive staff of the City of Maple Valley to overview emergency operation plan for the city staff. The City Manager is in support of the Maple Valley Emergency Coordination Center, and is working with all his directors to develop their mitigation plans for all parts of city government.

King County Technical Permit Committee: Deputy Chief Rude is on the committee to review the Department of Development and Environmental Services (DDES) Strategic Plan. They are working on customer service while anticipating staff and service reductions. Up-dates are being made to the plan and then it will be forwarded to the King County Council.

King County Fire Chief Elected Social: Commissioner McGee attended this meeting, the purpose of which is for the Fire Chiefs and Commissioners to meet and visit with other elected officials. The event was poorly attended.

Long Range Planning Committee (LRP): Commissioner McGee attended the LRP meeting at Station 80. Capital Projects were reviewed.

Public Comment:

Firefighter/EMT Erickson expressed his thanks to the members of the Community Advisory Committee for all their hard work, and willingness to put forth the effort to help resolve the Fire District's funding issues. Firefighter/EMT Erickson said, it is a valued commitment that they have made and our Fire District really appreciates their efforts. Commissioner Granlund explained that the people on the committee are there asking the right kind of questions and good discussions have been held. Warren Iverson said that Kathy Williams is doing an excellent job of keeping the Committee on task and that participating has been a rewarding and learning experience for him. Commissioner McGee explained that he and Commissioner Scott cannot be in attendance, because when there is more than one commissioner at a meeting, that constitutes a quorum and it would be considered an open public Commissioner meeting. It was determined that a Special Board meeting will be held on Tuesday, June 30, to meet with the Citizens Advisory Committee, to discuss their funding. Commissioner McGee stated he would not be able to attend due to other commitments.

Business:

Chief Officer Contract Negotiations: Commissioner McGee requested this item be added to the Agenda, and discussion will continue in executive session at the end of the meeting. Commissioner McGee stated it is time to review the Administrative Chief Officer's contracts.

Billing for Emergency Response: Chief Lemon reviewed the response history with King County Fire District 47 (KCFD47) for the first six months of the year. Maple Valley Fire and Life Safety

has responded to five incidents when we were the effective work force for KCFD 47. A billing scale is being researched.

2008 Year End Report: The report was provided to the Board of Fire Commissioners at their last meeting, Commissioner McGee will forward his comments to Faye Barker and a final draft of this report will be ready for adoption at the next regular Board of Fire Commissioner's meeting.

2009/2010 Elections: A Special Board meeting will be scheduled on 6/30/09 to discuss the Fire Levy Lid Lift with the Citizen Advisory Committee; this was discussed earlier in the meeting. Commissioner McGee will not be able to attend due to a previous commitment.

Long Range Plan: The Administrative Section, Operations Section and Training Section are ready for approval. The Board of Fire Commissioners requested clean copies for their final review.

Performance Evaluation for the Fire Chief: Chief Lemon provided information packets for each Board member, along with examples from other Fire Districts that are already doing these evaluations. The Board thanked Chief Lemon for providing the information.

Personnel: Career/Volunteer Staff:

Department of Labor & Industries (DL&I): two employees are on DL&I, both are expected back on duty by 6/27/09.

Volunteer Resident Firefighter/EMT Robert Luquette resigned to go to work for a private ambulance company in Yakima.

Operations: Major Incident Report:

6/13/09, drowning at Lake Wilderness: Chief Lemon reported on the incident. He commented that King County Sheriff's Office had officers in the Park for Maple Valley Days security and were on the scene within minutes of notification.

6/11/09, Five Alarm Fire in Renton: E80 moved up and provided coverage at Station 16. Deputy Chief Rude received a phone call from the Mayor of Renton thanking us for moving up and providing coverage.

SOG 43-2205, Pandemic Operational Plan Up-Date: This concludes the two week review process and the SOG is ready for adoption. **A Motion was made, seconded and PASSED to approve SOG 43-2205.** Commissioner Scott commented on what a good job the document was and explained that about 40% of fire districts in the nation have plans for an influenza pandemic and less than 10% include staffing plans.

Safer Grant Funding: Deputy Chief Doerflinger reported that the Fire District will be applying for the Safer Grant for the retention of career employees and the retention and recruitment of volunteer firefighters.

Training: Nothing to report at this time.

Support Services:

Fire Marshal Office: Deputy Chief Rude reported that the Fire Marshal's Office has conducted eleven plan reviews for the month and eight new construction inspections. A number of Fireworks stands have been permitted and should be opening soon, five of which are in the city limits.

Public Education: Deputy Chief Rude reported that the CERT team has been busy developing maps with CERT member locations and specialized skills and abilities.

Maple Valley Emergency Coordination Center Meeting: The City of Maple Valley Police Chief position was discussed earlier in the meeting. Deputy Chief Rude reported that the Emergency Coordination Center group could possibly attend the National Fire Academy for a class in October, 2009.

Resolution R-09-006, Authorization of Deputy Chief Rude to Sign Regional Hazard Mitigation Plan as Approved by FEMA: Every five years, a hazard mitigation plan is required to be reviewed and updated. A draft copy was provided to the Board for review.

Resolution R-09-007 Signature Form for Regional Mitigation Plan was provided to the Board for review.

A MOTION was made, seconded and passed to approve Resolutions R-09-006 and R-09-007.

Apparatus and Equipment: Engine Specifications are still under review, the final meeting of the committee will be on Monday, and then the specifications will be submitted to Chief Lemon.

Facilities:

Station 84 Drainage – FEMA: The flood damage and mitigation did not meet the federal requirements and will not be funded.

Station 81 Remodel: Deputy Chief Rude met with the architect and planning committee for the Station 81 remodel. A copy of the project plan was provided to the Board of Fire Commissioners for their information. A copy of the plan was also posted at Station 81.

Station 83 10 x 40 Portable Building: The pre-app meeting was delayed and rescheduled for 6/25/09.

Station 86 Possible Facility Rental: Deputy Chief Rude met with a real estate agent and reviewed the Station 86 square footage cost for renting. The City has inquired about leasing the facility for five years. Staff should have a recommendation at the next Board meeting.

Fire Station Grant Monies: nothing to report at this time.

Events:

06/12/09 Maple Valley Rotary Golf Tournament: Deputy Chief Rude participated along with Battalion Chief Bille and a Renton firefighter.

06/20/09, Maple Valley Farmer's Market Grand Opening: The first Farmer's Market will take place the Saturday at Rock Creek Elementary.

Vouchers: Review & Approve #06059 through #06090 for \$34,709.78 (General Expense Fund)
 Review & Approve #06091 through #06096 for \$22,030.42 (Cap Imp Fund)
 Payroll for \$175,677.94
 Payroll Taxes for \$35,673.10
 Retirement for \$32,195.08
 Deferred Compensation for \$10,839.50

The Board of Fire Commissioners adjourned at 7:20 for an Executive Session for approximately one hour.

Executive Session: RCW 42.30.140 Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings and discussions relating to the interpretation or application of a labor agreement; or...that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken the governing body during the course of any collective bargaining, professional negotiations, or grievance or medication proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

With no further business to come before the Board of Fire Commissioners, the meeting was adjourned at 8:20 p.m.

Chairman Jeff Granlund

Timothy W. Lemon
Fire Chief/District Secretary

Commissioner Brian McGee

Commissioner Mike Scott

Prepared by Faye Barker

Minutes