

Maple Valley Fire and Life Safety Department Correspondence

DOCUMENT 09-099

MINUTES OF THE REGULAR MEETING OF THE BOARD OF FIRE COMMISSIONERS, SEPTEMBER 3, 2009

Attending: Commissioners McGee & Scott; Interim Chief Doerflinger; Deputy Chief Rude, Office Manager Barker; Kam Cayce, Attorney, Cayce & Associates; other staff and members of the public

Chairman McGee called the meeting to order at 6:01 p.m.

Resolution R-2009-13 was taken out of order of the Agenda. **A MOTION was made, seconded and unanimously carried to appoint Bill Van Ruff as Interim Fire Commissioner of King County Fire District 43.** The Resolution was signed at this time. Chairman McGee thanked both Camille Walls and Bill Van Ruff for their letters of interest. At this time Bill Van Ruff was sworn in as Interim Fire Commissioner of the Board.

Minutes:

Board of Commissioner meeting minutes of August 20, 2009: **A MOTION was made, seconded and unanimously carried to table these Minutes until revisions were completed.**

Board of Commissioner Special Meeting Minutes of August 20, 2009: **A MOTION was made, seconded and unanimously carried to approve Special Meeting Minutes as presented.**

Financial Report:

Expense Report – August 2009: This report was reviewed for information. Chief Doerflinger noted that this report included Chief Lemon's annual leave cash out.

2010 BLS Funding Formula: Chief Doerflinger reported that the amount for BLS funding in 2010 is reduced approximately one percent. Commissioner McGee explained the BLS funding, and how the formula was derived.

King County Investment Pool – July 2009: It was noted there is a slight increase in the dividend reported for this month.

Correspondence:

- City of Maple Valley Agenda(s): There was nothing notable to report on at this time.

Meetings:

- City of Maple Valley Town Hall Meeting: Chief Doerflinger reported that it was a good opportunity to visit with city representatives.

- Fire Service Consulting, Inc. for Fire Benefit Charge: Commissioner Scott and other staff members met with the representative from Fire Service Consulting, Inc. and discussed the funding option of a fire benefit charge for this district.
- Valley Communications: Due to the reduction in assessed valuations, the potential for a County wide EMS Levy was discussed. In addition, the per-call rate paid by the district for dispatch will be decreasing in 2010.
- FEMA: Deputy Chief Rude met with FEMA to close the disaster recovery mitigation grants that the District received, in addition to establishing the base line for the second one.
- City of Maple Valley, Level of Service Contribution Agreement: Deputy Chief Rude reported that the city and District are working together with the City of Kent, and Fire District 37 to correct the verbiage in the Comprehensive Plan for the City of Maple Valley.
- King County Fire Commissioner Executive Board: Commissioner McGee invited Commissioners Van Ruff and Scott to attend an upcoming general meeting of the King County Fire Commissioners held at South King Fire & Rescue. The guest speaker will be someone from the King County Assessor's office. This meeting is scheduled for 9/16/09 at 1800 hrs.

Public Comment:

The following list of citizens of Maple Valley Fire & Life Safety provided public comment.

Warren Iverson
Steve Lynch
Stanette Marie Rose

Dave Pargas
Jerry Woods

Business:

Resolution R-2009-13 Commissioner Appointment: This item was taken out of order earlier in the meeting.

Resolution R-2009-14 District Secretary Appointment: Chief Doerflinger was appointed District Secretary until further action is required. **A MOTION was made, seconded and unanimously carried to approve R-2009-14.**

Resolutions R-2009-16 and R-2009-17 Declaration of Miscellaneous Surplus Equipment, and Authorization of Sale of Surplus Equipment: **A MOTION was made, seconded and unanimously carried to approve both Resolutions to declare as surplus, one PDA Cell Phone, and Authorize sale of the surplus item.**

2010 Budget Projections: Chief Doerflinger reported that he had been working on budget projections with a negative 20% assessed valuation. He explained that past history shows that the District usually receives the preliminary assessed valuation from the county in September. He will wait until he receives the information from the county before continuing with budget projections.

Duty Chief Program: Chief Doerflinger prepared a document that requests Board approval to suspend the current duty chief program. Valley Communications will add a second battalion chief to alarms when needed. Mr. Cayce reviewed the policy and the Board concurred that this is a good step toward reducing expenses. Because this is a part of the personal services contract, Chief Doerflinger is suspending the program rather than canceling.

Formulation of Minutes & Recording of Meetings: After a discussion with legal counsel, this item will be tabled.

Executive Search for Fire Chief: Chief Doerflinger provided information from two companies that would do the research in finding a new Fire Chief. It was decided to wait until we go through a leadership transition process with Chief Schneider of Kent Fire Department which will establish criteria and time lines for the search.

Personnel:

Career/Volunteer Staff: Captain's Test: Deputy Chief Rude reported that the testing process is on schedule. The next step will be finalizing the testing material and requesting assessors from other departments.

Operations:

Training: Training Chief DiDonato reported that the training department is working with Deputy Chief Rude on the captain's test. He also informed the Board about the intruder drill that will be held at Tahoma Junior High School. This will be a cooperative effort with the King County Sheriff's office and the school district.

Support Services:

Fire Marshal's Office: Fire Marshal Webster and Deputy Chief Rude will be meeting with an attorney to discuss the appeal of the Level of Service Contribution.

Public Education: Upcoming events include the start of another CERT class next week and the Department Open House on 9/26/09. Commissioner Scott requested that blood pressure and glucose testing be provided during the open house. The Open House is scheduled to be held from 11:00 a.m. to 4:00 p.m. The Park & Ride will be used for overflow parking.

Deputy Chief Rude reported that the District received a letter from the CERT members who participated in a state level event which was 120 minute exercise that covered 30 acres. It was also noted that Maple Valley Fire CERT Group was the largest organization in force, other than the City of Seattle. Thanks to Janine Johnson, our Public Education Specialist for taking this event and this organization and moving it to what it is today.

Apparatus & Equipment: Deputy Chief Rude reported that Firefighter Jensen worked tirelessly on the bid specs for the fire engine.

Facilities: Station 81 Remodel: Deputy Chief Rude reported that the architects and engineers are working on the remodel plans. More information will be available after a meeting with the City of Maple Valley building official.

Events: 9/26/09: Maple Valley Fire & Life Safety Open House

Signatures for District Agency: The King County Trust & Agency Blanket Voucher authorization form was updated and signed by the Board of Commissioners.

Vouchers:

- Review & Approve #09001 through #09031 for \$18,630.96 (General Expense Fund)
- Review & Approve #09032 through #09034 for \$12,781.77 (Cap Imp Fund)
- Review & Approve #09035 through #09055 for \$9,056.71 (General Expense Fund)
- Payroll for \$195,396.72
- Payroll Taxes for \$46,199.02
- Retirement for \$27,182.32
- Deferred Compensation for \$10,739.50

Executive Session:

The Board of Commissioners recessed the regular meeting at 7:13 p.m. to convene an Executive Session pursuant to: *RCW 42.30.140(4a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement.* The Board announced that the Executive Session would be in session for approximately thirty minutes.

At 7:45 Chairman McGee announced executive session would continue another fifteen minutes.

The Board of Commissioners recessed the executive session at 9:00 p.m.

With no further business to come before the Board, the meeting was adjourned at 9:00 p.m.

Chairman Brian McGee

Brad Doerflinger
Fire Chief/District Secretary

Commissioner Mike Scott

Commissioner W.K. Van Ruff