

Maple Valley Fire and Life Safety Department Correspondence

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Minutes of the Regular Meeting of the Board of Fire Commissioners, December 3, 2009

Attending: Commissioners McGee, Scott and Walls; Interim Chief Doerflinger; Deputy Chief Rude, District Secretary Barker, members of the public and several staff members,

Chairman McGee called the meeting to order at 6:00 pm and conducted the swearing in of Commissioner Elect Camille Walls.

The regular Board of Commissioner Meeting recessed for a short reception for Commissioner Walls, the regular Board Meeting resumed at 6:20 pm.

Amendments to the Agenda:

Steve Marstrom, Fire Service Consulting, Inc. presented the findings from the Fire Benefit Charge study that was previously authorized by the Board. Some discussion and questions were answered, no action was taken.

Minutes:

Board of Commissioner Meeting Minutes of November 19, 2009: **A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes as presented.**

Special Board of Commissioner meeting Minutes of November 19, 2009: **A MOTION was made, seconded and unanimously carried to approve the Special Meeting Minutes as presented.**

Financial Report:

- Expense Report – November 2009
- King County Investment Pool – October 2009
- Transport Billing Collections – October 2009

Correspondence:

- City Maple Valley Agenda(s)
- Invitation to Annual Commissioner Installation Banquet: Chief Doerflinger requested that the Commissioners notify staff of who will plan to attend so reservations can be made.
- Announcement, Legislative Day: Staff will need to know who will be able to attend the Legislative Day so appointments can be made.
- Memorial Service for slain Lakewood Police Officers: Commissioner Scott explained the procession that is planned for the service on 12/8/09.

- Thank you: A CERT member thanked FF Michael Johnson and Lt. Rogers for their efforts in providing training for him.

Meetings:

- King County Fire Chief's Meeting: Chief Doerflinger reported on attending this meeting. Renton Fire Department announced that they are withdrawing from the Regional Fire Authority Discussion.
- Councilmember Gerken: Deputy Chief Rude reported participated in a meeting with the Councilmember.
- Mountain View Fire & Life Safety: Deputy Chief Rude reported on the meeting with MVFLS and that discussion was held regarding mutual training possibilities.

Public Comment:

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

Bill Van Ruff

The Board concurred that Chief Doerflinger should move forward with contacting the Citizens Advisory Committee (CAC) members to request they re-assemble to review the Fire Benefit Charge study that was provided.

Business:

Commissioner McGee commented that he was absent the last meeting, but he wanted to thank Bill Van Ruff, he appreciated what he contributed during his term as appointed Commissioner and looks forward to future involvement.

DRAFT 2008 Year-End Report: Copies were provided to the Commissioners, and they were asked to provide their changes.

Transport Fee Annual Increase Option: Per Resolution the transport fee will automatically increase 3% at the beginning of each year, unless the Board determines that they want to change that. Commissioner Scott requested that staff research what other ambulance companies are doing for 2010. This will be put on the Agenda for the next meeting.

Leadership Transition: Chief Doerflinger provided copies of an organizational map built from the executive summary provided and aligned by month. Commissioner Walls requested to be on the Survey Committee. A Public Information Officer Focus Group met and is in the process of reviewing job descriptions, and district policy. The Citizens Advisory Committee was also discussed, with Commissioner Walls requesting to be on that Committee.

Personal Services Contracts: The Board had requested that legal counsel review the final copies of the personal services contracts for Chief Doerflinger and Deputy Chief Rude. **A MOTION was made, seconded and unanimously carried to approve the Personal Services Contracts for Chief Doerflinger and Deputy Chief Rude.**

Three to Five Member Board of Commissioners Election – Pro and Con Committees: The Board needs to approve appointment of the Pro Committee. **A MOTION was made, seconded and unanimously carried to accept the following individuals as Pro Committee: Bill Van Ruff and Dwight Van Zanen.** A call was made for anyone that is interested in representing the Con Committee. There was no response at this time and this will be left open until December 23, 2009.

State Auditor: The 2008 audit has been completed. The auditor asked if the Board would like him to attend a regular meeting for the exit interview. The Board will be notified when the exit interview is scheduled.

Resolution R-2009-026: **A MOTION was made, seconded and unanimously carried to Declare as Surplus, Miscellaneous Equipment.**

Waiver Authorization for BLS Transport Fees: Discussion was held regarding waiver of a co-payment for BLS Transport. Board approved allowing the waiver.

Personnel:

Career/Volunteer Staff

- DL&I: Deputy Chief Rude reported that there are three individuals on disability leave at this time.

- Captain's List: The results of the Captain's test were distributed to the Board. This will become effective on 1/1/2010. **A MOTION was made, seconded and unanimously carried to approve the test and adopt the list.**

Operations:

Major Emergency Incident Report: A report was given regarding a recent CPR event and a fire in Cherokee Bay.

Training: The Training Department has been working on the new volunteer program. Interviews have been held for the new EMT class for the Volunteers.

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Support Services:

Fire Marshal's Office:

- Level of Service Contribution (LOSC): The Fire Marshal has been diligently working on the LOSC. Action by the Board of Commissioners is needed to appeal the SEPA decision by the City of Maple Valley. **A MOTION was made, seconded and unanimously carried to appeal the SEPA decision made by the City of Maple Valley.** Commissioner McGee requested a copy of the appeal.

- Public Education: The activity list of Pub Ed was reviewed for information. The tree lighting that took place at wilderness Lodge was discussed.

Apparatus and Equipment:

- Engine 83: Repairs are being made to the steering mechanism. Staff is hoping it will be back in service next week.
- New Engine: Deputy Chief Rude reported that he is negotiating the purchase of the new engine that was approved. There is a problem with the company's bond not meeting our legal requirements.

Facilities:

- Station 81: The remodel is moving forward and progress is being made.

Events:

12/2/09 Tree Lighting Ceremony, Wilderness Lodge
1/20/10 Legislative Day in Olympia
1/20/10 King County Commissioner Installation Banquet, Maple Wood Golf Course

Vouchers: Review & Approve #12001 through #12047 for \$97,357.80 (General Fund Expense)
Review & Approve #12048 through #12049 for \$7,655.12 (Capital Fund Expense)
Payroll for \$ 161,891.14
Taxes for \$32,174.18
Deferred Compensation for \$10,539.50
Retirement for \$26,559.41

Executive Session:

The Board of Commissioners recessed the regular meeting at 8:40 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 10 minutes.

With no further business to come before the Board, the meeting was adjourned at 8:50 p.m.

Chairman Brian McGee

Faye Barker
District Secretary

Commissioner Mike Scott

Commissioner Camille Walls