



Maple Valley Fire and Life Safety

*Protecting and Serving the City of Maple Valley,
and the Greater Maple Valley Area*

Document 12-006

Minutes of the Regular Meeting of the Board of Fire Commissioners, March 1, 2012

Attending: Commissioners DeBay, Walls and VanRuff; Deputy Chief Cowan; Office Manager deLeon; Firefighters Mike Ager, Jason Fox and James Morrow.

Excused Absence: Chief Doerflinger, Commissioners McGee and Scott.

Chairperson VanRuff called the meeting to order at 6:00 pm.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Minutes of the Regular Board of Fire Commissioners Meeting of 2/16/2012.

Financial Report:

The following reports were reviewed for information:

- Expense Report – ½ March 2012
- Revenue Report – January 2012
- Cash Reconciliation – January 2012
- Transport Billing: Deputy Chief Cowan provided the current billing summary information and a summary of a 1 year collection period; which is approximately 85% from October 2010 to October 2011.

Correspondence:

- LERA 4/26-4/27/2012: Deputy Chief Cowan inquired whether any board members would be able to attend.
- Regional EMS Purchasing: Deputy Chief Cowan reported that we have saved approximately 30% by using the Regional EMS Purchasing agreement.

Meetings:

- Volunteer Firefighters Meeting 2/20/2012: Deputy Chief Cowan reported the he held a resident volunteer firefighters meeting to articulate expectations and outline the plan to staff both the volunteer and career stations.
- King County Fire Commissioners Board Meeting 02/15/2012: Commissioner Walls highlighted topics of discussion at this meeting; which included ALS/BLS Services, Annual

Banquet and Fire Marshal Services. Discussion regarding Fire Marshal inspections and fees followed.

Public Comment: None

Business:

- **Community Outreach:** Deputy Chief Cowan distributed a copy of the outlook calendar prepared by Public Educator Janine Johnson. District Secretary, Michele deLeon will work with William Stoeck to develop a calendar the commissioners can view on their IPADs.
- **Resolution R-2012-005 Declaration of Surplus Call Box:** **A MOTION was made, seconded and unanimously carried to approve Resolution R-2012-005 Declaration of Surplus Call Box.**
- **Resolution R-2012-006 Transport Billing Levy:** **A MOTION was made, seconded and unanimously carried to approve Resolution R-2012-006 Transport Billing Levy.**
- **Annual Awards Banquet:** Deputy Chief Cowan provided information to the Board regarding the current resolution in place and asked for direction regarding funding this event. Following discussion, Commissioner DeBay made **A MOTION to approve spending up to \$2,000 on the Annual Awards Banquet, pending Chief Doerflinger's authorization, MOTION seconded and unanimously carried.**

Personnel:

Career/Volunteer Staff:

- Deputy Chief Cowan reported that there is 1 employee on Long Term Disability; possibly until the end of the year and 1 employee on L & I for approximately 1 month.

Operations:

- Deputy Chief Cowan reported that he has temporarily re-assigned one firefighter to B Shift to reduce overtime costs due to injuries.
- Deputy Chief Cowan reported that there have been 101 calls since the last meeting and call volume is still up.

Training:

- Deputy Chief Cowan reported that Chief Doerflinger and himself will be attending the State Chief's Conference in Yakima.
- Crews are completing regional SCBA training in Tukwila.

Support Services:

- Deputy Chief Cowan reported that he is still waiting for a response from the city regarding the ordinance language. In addition, we have received payment for Fire Marshal Services at the new rate; although a contract has not been updated. Commissioner VanRuff expressed concerns over this and will be visiting the city.
- Deputy Chief Cowan reported that Public Educator Johnson is currently teaching a CERT Class and will be conducting a Train the Trainer Class.
- Deputy Chief Cowan reported that Tender 82 has been sold and delivered. Station 80 roof and Station 83 gutters are currently being repaired at a cost of approximately \$3,500.

Events:

- Maple Valley Fire Banquet 3/24/12

Public Comment: James Morrow

A MOTION was made, seconded and unanimously carried to approve vouchers #03001 through #03059 for \$42,460.42; #03060 through #03062 for \$834.17; Payroll for \$154,365.53; Retirement for \$28,014.91; Deferred Compensation for \$6,923.50; Payroll Taxes for \$32,554.20.

Executive Session: RCW 42.30.140(4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement.

With no further regular business before the Board, the meeting was adjourned to Executive Session per RCW 42.30-140(4)(a) at 7:20 pm for approximately 10 minutes.

The regular meeting resumed at 7:30 pm.

A MOTION was made, seconded and unanimously carried to close the meeting at 7:30 pm.

Chairperson William VanRuff

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Camille Walls

Commissioner Brian McGee

Michele de Leon, District Secretary