



## Maple Valley Fire and Life Safety

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

### Document 12-025

#### Minutes of the Regular Meeting of the Board of Fire Commissioners, October 4, 2012

Attending: Commissioners DeBay, McGee, Scott and VanRuff and Walls; Deputy Fire Chief Cowan; Office Manager de Leon; Lieutenant John Madden; Firefighters PJ Knowles, Jason Fox, James Morrow, Adam Downs, Ken Goll and Jenny Jones.

Excused Absence: Chief Doerflinger.

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

Amendments to the Agenda: Added ILA with Zone 3 under business and King County Fire Commissioners Meeting under meetings.

#### Minutes:

**A MOTION was made, seconded and unanimously carried to approve the Minutes of the Regular Board of Fire Commissioners Meeting of 9/20/2012.**

#### Financial Report:

The following reports were reviewed for information:

- Expense Report –1/2 October 2012
- Transport Billing – August 2012: Commissioner DeBay would like to see this report with minimum staffing levels incorporated.
- 2013 Budget: Deputy Chief Cowan briefed the Board of the District's current financial status. Due to the projected negative 10% assessed valuation for 2013, there will need to be significant budget cuts for 2014 and beyond or other revenue sources developed. Following a lengthy discussion, it was determined by the Board of Fire Commissioners to:
  - Develop a 2013 Budget with a 4% reserve.
  - Pursue the sale of Station 86.
  - Reassemble the Citizen Advisory Committee to assist in running an excess levy.
  - Prepare for a spring excess levy measure.
  - Prepare and apply for a SAFER grant in 2013.
  - Investigate consolidation and annexation options.

Chairperson VanRuff stated that public comment would be entertained at this time.

**Public Comment:**

- **John Madden**
- **PJ Knowles**
- **James Morrow**
- **Ken Goll**
- **Jason Fox**

**Correspondence:**

- L & I Rate Notice (not on agenda): Deputy Chief Cowan reported that it is possible, from an informational flyer we received, that L & I Rates will not increase in 2013.

**Meetings:**

- Zone 3 Ops Meeting 9/25/12: Deputy Chief Cowan reported that he attended this meeting and there have been MDC and pager issues. The group is currently looking into the situation.
- Budget Committee Meeting 10/2/12: This was covered under finance (2013 Budget).
- King County Fire Commissioners Meeting (not on agenda): Commissioner Walls reported that she attended this meeting and the annual banquet is set for January 23<sup>rd</sup> and the next quarterly meeting is scheduled for November 28<sup>th</sup> in Burien.

**Business:**

- SOG 43-2006 Illegal Burn Cost Recovery: **A MOTION was made, seconded and unanimously passed approving SOG 43-2006 Illegal Burn Cost Recovery.**
- Resolution R-2012-015 Bond Issuance: **A MOTION was made, seconded and unanimously passed approving Resolution R-2012-015 Bond Issuance.**
- Resolution R-2012-016 Illegal Burn Cost Recovery: **A MOTION was made, seconded and unanimously passed approving Resolution R-2012-016 Illegal Burn Cost Recovery.**
- WFOA Proxy Vote: Commissioners VanRuff, McGee, DeBay and Scott signed and authorized their proxy vote for Commissioner Walls.
- ILA Agreement Zone 3: Deputy Chief Cowan distributed copies of the ILA with Zone 3 for the Boards review. **A MOTION was made, seconded and unanimously passed authorizing Chief Doerflinger to enter into this agreement with Zone 3.**

**Personnel**

Career/Volunteer Staff:

- One on LTD, Two on L & I, One on light duty
- Staffing Assignment: Deputy Chief Cowan reported that due to Long Term Disabilities, several personnel assignments have been changed to accommodate the minimum staffing levels. Promotional Interviews will be conducted in November and Chairperson VanRuff expressed interest in participating.

## **Operations:**

### **Training**

- Deputy Chief Cowan reported that the recent shooter/intruder drill at Tahoma Junior High was successful and he will forward highlights to the Board of Commissioners.

### **Incidents**

- Deputy Chief Cowan reported that there have been 109 incidents since last meeting, which is 6.1% higher from the year to date last year. 72% of those calls were EMS. Mutual Aid was received 31 times this year and given 85 times this year.
- Deputy Chief Cowan reported on a day with simultaneous calls, a suspicious tow truck fire, a residential fire, a MVA head on accident on the MV Hwy and a CPR save.
- Deputy Chief Cowan reported the Firefighter Graziani has taken over the Explorer Program and publicly thanked Firefighter Graziani for doing this.

## **Support Services:**

- Fire Marshal's Office: Deputy Chief Cowan reported that a letter has been submitted to Kite Development asking for a Level of Service Contribution.
- Public Education: Deputy Chief Cowan reported that Blood Pressure Checks for the public will be done in February during Heart Healthy Month. The firefighters will be wearing pink the week of October 22<sup>nd</sup> in support of breast cancer awareness.

### **Apparatus and Equipment**

- Call for Bids: Deputy Chief Cowan reported that the bids for the power gurneys, stair chairs, air compressor and ear buds have all come in. Awards will be given out after the bids have been evaluated.
- Rescue Vehicle: Deputy Chief Cowan stated that the Rescue Vehicle is currently being upgraded with better door latches and a replacement AC compressor.
- Aid Car: Deputy Chief Cowan reported that a meeting will be held within the next couple of weeks with the Medics to finalize the bid specs.
- Tender: The final inspection has been schedule later this month and we should see the tender here around the middle of November.

### **Facilities**

## **Events:**

- Dwight VanZanen Golf Tournament 9/17/12: This should have been removed from the agenda.
- Make A Difference Day 10/27/12:

- Tricks or Trucks: Commissioner Walls reported that the firefighters will be involved with the Tricks or Trucks at the community center.
- Annual Banquet (not on agenda): Deputy Chief Cowan reported that the Union will be providing a cost estimate for the banquet at the next Board Meeting.

**Public Comment:**

- **Jason Fox**

**A MOTION was made, seconded and unanimously carried to approve vouchers #10001 through #10058 for \$87,544.38; #10059 through #10068 for \$45,973.54; Payroll for \$156,559.97; Retirement for \$29,024.50; Deferred Comp for \$7,648.50; Taxes for \$34,068.88.**

**Executive Session:** RCW 42.30.110(1)(f) *To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge.*

With no further regular business before the Board, the meeting was adjourned to Executive Session per RCW 42.30-110(1)(f) at 7:50 pm for approximately 5 minutes.

Executive Session was adjourned at 7:55 pm and the regular meeting resumed.

**A MOTION was made, seconded and unanimously carried to close the meeting at 7:55 pm.**

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Chairperson William VanRuff

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Commissioner Mike Scott

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Commissioner Gabriel DeBay

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Commissioner Camille Walls

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Commissioner Brian McGee

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Michele de Leon, District Secretary