



Maple Valley Fire and Life Safety

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

Document 12-026

Minutes of the Regular Meeting of the Board of Fire Commissioners, October 18, 2012

Attending: Commissioners Scott, VanRuff and Walls; Fire Chief Doerflinger; Deputy Fire Chief Cowan; Administrative Assistant Knight.

Excused Absence: Commissioner DeBay and McGee.

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

Amendments to the Agenda: Personal Service Contract was added to Business.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Minutes of the Regular Board of Fire Commissioners Meeting of 10/4/2012.

Financial Report:

The following reports were reviewed for information:

- Expense Report – October 2012
- Transport Billing – September 2012
- Revenue Report – September 2012
- Cash Reconciliation & Daily Cash Balance

Correspondence:

- Thank You Letter – MV Food Bank and Emergency Services: Chief Doerflinger read a thank you card for our assistance with their school supply drive.
- Thank You – David Fields: Chief Doerflinger read an email written by Mr. Fields in appreciation of the Benevolent Fund Golf Tournament on September 17th, 2012.

Meetings:

- Labor Management Committee 10/16/12: Chief Doerflinger reported that the committee met a few days ago, at which time he received two MOU's that he wishes to discuss in executive session.

Public Comment:

No comment.

Business:

- Valley Communications – Contract Agency Agreement: Chief Doerflinger reported that Valley Communications had submitted their annual contract agency agreement which includes an increase in rates for dispatch services for 2013. **A MOTION was made, seconded and unanimously passed approving the contract agreement.**
- Citizen Advisory Committee (CAC) – Formation: Chief Doerflinger presented the Board a copy of the letter that was sent to the CAC reconvening the committee on November 7, 2012. Chief Doerflinger asked the Board for concurrence concerning the focus of the committee, which is included in the letter. The Board concurred with the direction as written, which will be to establish the amount and duration of the spring excess levy.
- Resolution 2012-017 – Surplus of Station 86: Chief Doerflinger proposed the resolution declaring surplus of Station 86. **A MOTION was made, seconded and unanimously passed approving Resolution R-2012-017 Declaring Station 86 Surplus.**
- Memorandum Of Understanding (2) – Local 3062: Chief Doerflinger reported that the MOU's will be discussed in Executive Session.
- Pharmacy Provider Agreement: Chief Doerflinger reported that the local Fred Meyer pharmacy submitted a provider agreement for future immunization services. **A MOTION was made, seconded and unanimously passed to sign the proposed account agreement.**
- Personal Service Contract (not on the agenda): Chief Doerflinger reported that Jeff Merritt submitted a renewal contract for his services for medic run review and EMT CBT training for 2013. **A MOTION was made, seconded and unanimously passed approving the contract.**
- Overtime Policy (not on the agenda): Deputy Chief Cowan reported and presented a revised policy which will enter the 2 week review period.

Personnel

Career/Volunteer Staff:

- Deputy Chief Cowan reported that there are currently 2 employees on Long Term Disability and 1 is working light duty.
- Deputy Chief Cowan reported that there will be upcoming Chief Interviews in November for anticipated promotions in 2013.

Operations:

Training

- Deputy Chief Cowan reported that crews have been participating in live fire training at the State Training Academy.

Incidents

- Deputy Chief Cowan reported that there have been 127 incidents since last meeting, which is 9.3% higher from the year to date last year. 60% of those calls were EMS. Mutual Aid was received 31 times this year and given 138 times this year.
- Deputy Chief Cowan reported that there was a recent fatality motorcycle accident on the Dorre Don, a fatality GSW at the gun range in Ravensdale and a mutual aid residential structure fire in Covington.

Support Services:

- Fire Marshal's Office: Deputy Chief Cowan reported that we are preparing for the Washington Survey and Rating Bureau next week.
- Public Education: Chief Doerflinger reported that he, E80 and E83 attended the Emergency Preparedness Safety Fair last Saturday and it was a successful event.

Apparatus and Equipment

- Call for Bids: Deputy Chief Cowan reported that orders have been placed on three of the capital projects for which we recently received bids; air compressor system, power gurneys, and stair chairs. The fourth project, SCBA communication, has not been placed yet due to a need to clarify the scope of the project.
- Rescue Vehicle: Deputy Chief Cowan stated mechanical issues put a slight delay in the delivery of the rescue vehicle.
- Aid Car: Deputy Chief Cowan reported that he met with King County Medic One on merging bid specifications to jointly purchase aid cars. This combined purchasing will produce savings and agreements are proceeding forward.
- Tender: Deputy Chief Cowan reported that Firefighters Rock, Jensen and Fleet Manager Backer will be going to the final inspection on the tender next week in New York.

Facilities

Nothing reported

Events:

- Make A Difference Day 10/27/12: Deputy Chief Cowan reported that the department is preparing for the upcoming event.
- FireWise: Deputy Chief Cowan informed that there is an upcoming meeting on October 30th at 6:30pm at Station 85. Chief Doerflinger and DC Cowan will be in attendance.

Public Comment:

No comment.

A MOTION was made, seconded and unanimously carried to approve vouchers #10069 through #10105 for \$110,019.60; #10106 through #10107 for \$7,658.17; Payroll for \$158,756.14; Retirement for \$29,579.43; Deferred Comp for \$7,948.50; Taxes for \$33,772.26

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 6:40 pm for approximately 10 minutes.

Executive Session was adjourned at 6:50 pm and the regular meeting resumed.

A MOTION was made, seconded and unanimously passed to sign the MOU with Local 3062 regarding work week hours.

The Board took no action regarding the MOU on HRA funding.

A MOTION was made, seconded and unanimously carried to close the meeting at 6:52 pm.

Chairperson William VanRuff

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Camille Walls

Commissioner Brian McGee

Michele de Leon, District Secretary