



Maple Valley Fire and Life Safety

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

Document 12-017

Minutes of the Regular Meeting of the Board of Fire Commissioners, July 5, 2012

Attending: Commissioners Scott, Walls, VanRuff and DeBay; Chief Doerflinger; Firefighters Morrow, Fox and McCormick; Office Assistant Ingrid Fine

Excused Absence: Commissioner McGee

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 6/21/2012.

Financial Report:

The following report was reviewed for information:

- Expense Report – ½ July 2012

Correspondence:

- Newspaper article- Past Volunteer: Chief Doerflinger read a newspaper article that commended James Koch, a past Maple Valley volunteer firefighter that performed citizen CPR while at work in Snohomish County. The patient has since been discharged from the hospital.

Meetings:

- Long Range Planning Meeting 6/27/12: Chief Doerflinger, Commissioners DeBay and Scott attended the LRP meeting where the Administrative section was reviewed. The next meeting is scheduled for the end of July where additional sections will be reviewed, in preparation of adoption by the Board later in the year.
- City Council Meeting: Fire District impact fees were introduced to the City Council on July 2nd where staff was available and answered numerous questions from the Council. The public hearing on impact fees is scheduled for Monday 7/9/12 then will be going before the Council for vote on 7/23/12.

Public Comment: none

Business:

- Records Destruction Authorization: **A MOTION was made and unanimously carried to authorize the destruction/shredding of all Medical Incident Report Forms (MIRFs) that have exceeded their 8 year retention schedule.**
- Assessed Valuation: Chief Doerflinger reported on the -8.56% AV drop in area 57 (Black diamond running north to Hobart, east of Hwy 169). Pro-rationing was also discussed; staff will be attending a meeting with King County Assessor Lloyd Hara on July 18th, where additional information is expected on the possibility of pro-rationing. It was recommended that the District continue to gather AV numbers and information and work with the Budget Committee to develop a plan for declining 2013 revenues.
- WSRB Re-Rate: Chief Doerflinger reported that the Washington State Survey and Rating Bureau is currently re-rating the fire District which is currently rated at a 4 in the City and a 5 in the unincorporated areas of the district. Staff is currently gathering the needed information for the process.
- AFG Grant: Grants for the purchase of new portable radios and a Quint have been applied for.

Personnel:

Career/Volunteer Staff:

- Chief Doerflinger reported that there are 2 firefighters out on disability. One on-the-job and one off-duty.

Operations:

- Training:

Incident Report: Chief Doerflinger reported on three firework related incidents that occurred in the District over the Holiday.

Support Services:

- Fire Marshal's Office
Impact Fees: Discussed earlier in the meeting.
- Public Education

Public Educator Duties: Staff had the opportunity to meet with Janine Johnson and discuss her duties as Public Educator. Discussion centered on possibly redistributing duties among the administrative staff and the determination of which programs will continue. All are invited to attend an Open House hosted by CERT members at station 81 on 7/31/12 at 6:30 p.m. honoring Janine Johnson's dedication and hard work in getting the CERT program up and running in our community. The City is making a proclamation at the next City Council meeting Monday, 7/9/12 and all are invited to attend.

- Apparatus and Equipment
Rescue Truck: Is at US Fire for modification work.
Tender: Is in preconstruction.
- Aid Units: Deputy Chief Cowan is working with Medic One and discussing the possibility of ordering our units along with theirs for cost effectiveness.
- Facilities
Station 82 Archives: Several boxes of MIRFs have been moved to the new archive building from the trailer at station 86. The new facility will accommodate all of the current archives and up to 100 boxes.
- Station 81 Water Leak: District personnel are in the process of locating a potential leak underground.

Public Comment: none

A MOTION was made, seconded and unanimously carried to approve vouchers #07001 through #07052 for \$83,374.70; #07053 through #07056 for \$4,255.04; Payroll for \$161,845.50; Retirement for \$29,571.56; Deferred Comp for \$7,673.50; Taxes for \$35,453.34.

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 6:30 pm for approximately 50 minutes.

Executive Session was adjourned at 7:20 pm and the regular meeting resumed.

A MOTION was made, seconded and unanimously carried to close the meeting at 7:20 pm.

Chairperson William VanRuff

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Camille Walls

Commissioner Brian McGee

Michele de Leon, District Secretary
Minutes prepared by Ingrid Fine