



Maple Valley Fire and Life Safety

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

Document 11-014

Minutes of the Regular Meeting of the Board of Fire Commissioners, May 5, 2011

Attending: Commissioners McGee, Rydberg, VanRuff and Walls; Chief Doerflinger, Deputy Chief Cowan, Captain Whitmore; Firefighters Morrow, Galassi, Askevold, McCormick and Hunter; Administrative Assistant de Leon, members of the public.

Chairperson Walls called the meeting to order at 6:00 p.m.

A Citizen's Award was presented to Robert Maze.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Minutes of the Regular Meeting on 4/21/11.

Financial Report:

Expense Report – ½ May: This report was reviewed for information.

King County Investment Pool Newsletter –March: This report was reviewed for information.

Correspondence:

5/12/11: Invitation from The Washington Surveying & Rating Bureau to their open house to celebrate 100 years of continuous service.

4/29/11: Determination of Non-Significance – South King County Fire and Kent RFA proposed fire district partial merger.

4/17/11: Covington Reporter – King County Assessor's Office.

Meetings:

5/2/11 Community Leaders Meeting: Commissioner Walls reported on the Community Leaders Meeting that she and Chief Doerflinger attended. Chief Doerflinger will be contacting Erin Weaver to ensure the Area Council is apprised of the next meeting.

King County Fire Commissioners Meeting: Commissioner Walls reported that one of the main topics discussed was the EMS Levy and Departments that bill for BLS transports. Chief Doerflinger and Deputy Chief Cowan are aware and are providing their input to the King County

EMS at a meeting on May 18th. Commissioner Walls informed the Chiefs and Board of upcoming events and presentations.

Zone 3 Ops Meeting: Deputy Chief Cowan reported on this meeting and informed the Board of the re-banding requirements for radios.

Public Comment:

David Fields

Business:

- AG 43-1116 Travel Allowance and Expense Reimbursement: **A MOTION was made, seconded and unanimously carried to approve AG 43-1116.**
- AG 43-1115 Credit Card Policy: **A MOTION was made, seconded and unanimously carried to approve AG 43-1115.**
- R-2011-004 Resolution Adopting Credit Card Policy and Authorizing Issuance of Credit Cards: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2011-004.**
- Department Website: Chief Doerflinger reported that the Department's revised website is near completion and Janine Johnson will be managing and maintaining the content. Firefighter PJ Knowles will continue to be the administrator of the site.
- Captain Job Description: Deputy Chief Cowan distributed copies of the updated job description and outlined the changes. This will mark the beginning of the two-week review period.
- Explorer Program Update: Chief Doerflinger updated the Board on the status of the Explorer Program.

Personnel:

Career/Volunteer Staff: Deputy Chief Cowan reported that the District has one employee on Long Term Disability. It was also reported that Firefighter James Morrow has shown interest in obtaining training and becoming a certified extrication specialist. Deputy Chief Cowan also reported that Captain Whitmore will be assigned to the training division and work as the liaison for the consortium.

Operations:

Major Emergency Incident Report: Deputy Chief Cowan reported that there have been 103 incidents in the last two weeks, with 84% being EMS calls.

Cedar River: Cedar River will be closed for the summer from the Cedar Grove Road to Ron Regis Park due to the hazards and debris.

Aid 81: Deputy Chief Cowan reported that A81 is still being repaired and A80 was out being serviced due to a water leak issue.

Training: Deputy Chief Cowan reported that the Blue Card Training should be complete within the next month. Lieutenant Lewis is out of state on a special operations training scholarship.

Support Services:

Fire Marshal's Office: Impact Fee Program - Deputy Chief Cowan reported that the city is preparing the comp plan updates to be presented to the council in July.

Apparatus and Equipment: Deputy Chief Cowan reported that the MDC's will be changed in response to Valley Communications Upgrades.

Events:

4/30/2011 – Maple Valley Fishing Derby

Vouchers: Review & Approve #05001 through #05048 for \$80,985.77 (General Expense Fund)
Review & Approve #05049 through #05051 for \$1,747.68 (Capital Expense Fund)
Review & Approve #05052 through #05069 for \$4,265.51 (Resident Reimb)
Payroll \$160,125.38
Taxes \$35,420.94
Retirement \$28,858.90
Deferred Comp \$7,088.50

With no further regular business before the Board, the meeting was adjourned to Executive Session at 7:50 p.m. for approximately 30 minutes.

RCW42.30.110 (1)(g) To review the performance of a public employee.

The Executive Session ended at 8:20 p.m. and the regular meeting was resumed.

With no further business before the Board, the meeting was adjourned at 8:21 p.m.

Chairperson Camille Walls

Commissioner Jennifer Rydberg

Commissioner Brian McGee

Commissioner William VanRuff

Commissioner Mike Scott

Faye Barker, District Secretary