



Maple Valley Fire and Life Safety

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

Document 11-016

Minutes of the Regular Meeting of the Board of Fire Commissioners, June 2, 2011

Attending: Commissioners McGee, Rydberg, Scott, VanRuff and Walls; Chief Doerflinger; Deputy Chief Cowan; District Secretary Barker; members of the public

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

Amendments to Agenda:

Chief Doerflinger requested to add the Interlocal Agreement with King County Fire Marshal's office under Business.

Minutes:

A MOTION was made, to approve the Minutes of the Regular Meeting of 5/19/11. Commissioner Rydberg requested the minutes be changed to reflect that she participated in the executive session via telephone. **A MOTION was made to approve the Minutes as amended. The MOTION was seconded and unanimously carried.**

Financial Report:

Expense Report – ½ June: This report was reviewed for information. A discussion was held regarding the overtime and facility operations budgets.

Correspondence:

6/11/11: Invitation to Ribbon Cutting Ceremony of new Roundabout

Letter to the Editor, Voice of the Valley

Meetings:

Washington State Fire Chief's Association Conference: Chief Doerflinger and Deputy Chief Cowan reported on the numerous presentations of the conference. Discussion was held regarding the presentation on the economic forecast regarding possible changes in assessed valuation. Also discussed was SHB 1506 that addresses No Man's Land, rural areas that do not have fire protection coverage.

Maple Valley Emergency Operations Center (EOC): Chief Doerflinger reported on attending this meeting, in which discussion centered on developing a plan that utilizes a Unified Area Command component and will encompass the greater Maple Valley area. Hillman Mitchell, Director of the Office of Emergency Management will be assisting in the development of the plan. A draft plan should be developed in about three weeks and it should accomplish the basic desire that the whole area be included in the EOC. More information will be provided as this develops.

Labor/Management Committee: This will be discussed in executive session.

King County Fire Commissioners: Commissioner Walls reported on topics covered including the health care report, legislative report, the EMS Trauma Council and the King County Fire Marshal's Oversight committee. The next meeting is July 20th on Vashon Island.

Public Comment: David Fields

Business:

- AG 43-1114 Salary and Benefits: This is the end of the two week review period. No comments were received from staff. **A MOTION was made, to approve AG 43-1114, MOTION was seconded and unanimously carried.**
- AG43-1117 Public Use of Station Meetings Rooms: This is the beginning of the two week review period. Commissioner Rydberg suggested including a comment in the agreement that if the room is not left in good condition, the group will be denied future use. Wording will be changed and a new draft provided for review.
- Appendix 01 – Facility Use Agreement: This will be reviewed and changes added as stated above.
- Department Website: The new version of the web site will be up and running tomorrow. There are still some areas that do not have all the information, but it will be "live."
- Surplus Sale: The surplus sale will be held at St. 86 on June 16.
- Resolution R-2011-005 Declaration of Surplus Equipment:
- Resolution R-2011-006 Declaration of Surplus Equipment for Sale:

A MOTION was made to approve Resolutions R-2011-005 and R-2011-006. Motion seconded and unanimously carried.

- Interlocal Agreement (ILA) with King County Fire Marshal's Office: The ILA has been developed with Woodinville and Bellevue for Fire Departments to take over permitted inspections within their jurisdictions. King County attorneys and Attorney Brian Snure have reviewed and agreed upon the ILA. The King County Fire Marshal's office has requested that we acknowledge that we will agree to take on the inspections located in our District. The ILA will not be signed at this time, although we are planning to those

inspections start on 9/1/11. Discussion was held regarding a fee schedule. **A motion was made to set the inspection fee at \$100.** Chief Doerflinger explained that any fee change will need to be discussed with the city manager. The Board concurred that the District is interested in doing our own inspections. District 47 has also inquired about doing their inspections. More information will be provided as this continues to move forward.

Personnel:

Career/Volunteer Staff: There are three individuals out on injury, two on-duty injuries and one off-duty injury.

Operations:

Major Emergency Incident Report: There have been 96 incidents since the last meeting, 68 of those were EMS related.

Aid 81 Accident Update: Completion is projected to be another two to three weeks.

Minimum Staffing: Chief Doerflinger and Deputy Chief Cowan discussed the financial implications of raising staffing levels of the firefighters from ten to eleven on-duty minimum. The largest improvement seen will be in the service we can provide for our community. Raising the minimum staffing by one person will guarantee 24 hour staffing of the aid car at Station 81. It will have an effect on the overtime budget. The Chief's recommend raising the staffing level from ten to eleven, and the Board concurred. The Board commented that we, the District, have done what the public requested from us. Even though we have a reduced revenue stream, we are still able to provide the best service we can at a reasonable cost without creating excessive or questionable expenses. They feel this meets the demands of the public.

Training: Captain Whitmore starts with the training consortium next Monday.

Support Services:

Fire Marshal's Office: The Impact Fee program is in the final draft. The documents reflect the level of service objectives. Deputy Chief Cowan reviewed the documents provided and he will provide a couple of basic formulas for the next meeting.

Apparatus and Equipment: The Apparatus Committee met today, they are working on developing specifications for aid cars.

Events:

6/11 & 12/2011 – Maple Valley Days: The District will have staff in the park while events are on-going. We will also participate in the parade, along with Pub Ed Specialist Johnson and CERT members. The District will be providing blood pressure checks and glucose checks during activities at the park.

8/13/11 – MVFLS Open House:

Vouchers: Review & Approve #06001 through #06035 for \$67,790.64 (General Expense Fund)
 Review & Approve #06036 for \$54.75 (Capital Expense Fund)
 Review & Approve #06037 through #06053 for \$4,695.88
 Payroll \$146,723.51
 Taxes \$31,363.76
 Retirement \$26,289.42
 Deferred Comp \$7,048.50

With no further regular business before the Board, the meeting was adjourned to Executive Session at 8:00 p.m. for approximately 5 minutes.

RCW42.30.140 (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;

The Executive Session ended at 8:05 p.m. and the regular meeting was resumed.

With no further business before the Board, the meeting was adjourned at 8:06 p.m.

Chairperson Camille Walls

Commissioner Jennifer Rydberg

Commissioner Brian McGee

Commissioner William VanRuff

Commissioner Mike Scott

Faye Barker, District Secretary

Minutes Prepared by Faye Barker