



Maple Valley Fire and Life Safety

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

Document 12-001

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

Attending: Commissioners DeBay, McGee, Scott, Walls and VanRuff; Chief Doerflinger; Deputy Chief Cowan; Office Manager de Leon.

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

Amendments to Agenda: Moved the swearing in of District Secretary de Leon to business and added Board of Volunteer Firefighters to business.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Minutes of the Regular Board of Fire Commissioners Meeting of 12/15/2011.

Financial Report:

The following reports were reviewed for information:

- Expense Report – ½ January
- King County Investment Pool – November
- Updated 2012 Tax Roll Worksheet

Correspondence:

- 2012 Legislative Day 1/25/12: Chief Doerflinger and Commissioners Walls and VanRuff will be attending.
- President's Dinner & Chamber Celebration 2/10/12: Commissioner VanRuff will be attending this event.
- WFCA Committee Recommendations for upcoming legislative session: Chief Doerflinger reported the issues outlined by the WFCA.
- 2012 WFCA Seminar Dates, Locations & Times (not on agenda): Chief Doerflinger distributed this information for the Boards review.
- Thank You – The Parks & Recreation Staff (not on agenda): A Thank You card was given for the Fire Department Participation at Holiday Lights.

- Northwest Leadership Conference 3/7-9/12 (not on agenda): Commissioner McGee expressed interest in attending this conference. The Board will provide confirmation at the next meeting if they wish to attend.
- Thank You – District 47 (not on agenda): A Thank You card was given to Battalion Chief Handley, Lieutenant Adams, Firefighters Goll and Hansen for their assistance with a house fire.
- Thank You – Letter from Medics (not on agenda): A Thank You letter was given for Firefighters Warm, Sapp and Volunteer Firefighter Merlino for excellent customer service.

Meetings:

- Training Consortium Review 1/4/12: Deputy Chief Cowan reported that the meeting was held at Station 74 to review 2011 accomplishments and 2012 goals. The slide show was emailed to the Board for their review. Discussion amongst the Board followed.
- BLS Subcommittee: Chief Doerflinger reported that he attended this meeting and they have been reviewing what other committees have done and continue to work on the BLS Funding Allocation Formula. The goal is to have the least impact on current funding levels.
- King County Fire Commissioners Association: Chairperson Walls reported that she attended this meeting and the highlighted topics of discussion; which included the cancellation of the NAEFO Meeting and the upcoming installation banquet scheduled for January 18th.

Public Comment: None

Business:

- AG 43-1009 Voucher Certification and Approval: **A MOTION was made, seconded and unanimously carried to approve AG 43-1009 Voucher Certification and Approval.**
- Resolution R-2012-01 Auditing Officer: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2012-01 Auditing Officer.**
- Resolution R-2012-02 District Secretary: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2012-02 District Secretary.**
- Oath of Office: Chairperson Walls administered the Oath of Office and swore in Michele de Leon as District Secretary.

- **Resolution R-2012-03 Rules of Procedure for the Board of Commissioners: A MOTION was made, seconded and unanimously carried to approve Resolution R-2012-03 Rules of Procedure for the Board of Commissioners.**
- AG 43-1292 Facilities & Fleet Manager Job Description: Chief Doerflinger presented AG 43-1292 to the Board of Commissioners. This now begins the two week review process.
- Petition for Annexation: A MOTION was made, seconded and unanimously carried to accept the Petition for Annexation. A public hearing was set for January 19, 2012 at 6:00 pm – Station 81- 22225 SE 231st Street, Maple Valley.
- Chairperson Nomination and Appointment: Commissioner VanRuff was nominated for Chair and Commissioner Scott was nominated for Vice Chair. **A MOTION was made, seconded and unanimously carried to appoint Commissioner VanRuff as Chairperson and Commissioner Scott as Vice Chairperson.**
- Board of Volunteer Firefighters: Chief Doerflinger briefed the Board of the legal requirements for the formation of the Board of Volunteer Firefighters. Chairperson VanRuff, Commissioner Walls and District Secretary de Leon all volunteered to be on the BVFF Board. There will be a meeting immediately following the regular Board of Commissioners Meeting. It was decided that in the future, as the need arises for BVFF Meetings; they would be held prior to the Regular Board of Commissioners Meeting.

Personnel:

Career/Volunteer Staff:

- Deputy Chief Cowan reported that there are currently two injuries.
- Deputy Chief Cowan reported that he is now Co-Chair of the Zone 3 Ops and will be Chairperson in 2013.

Operations:

- Deputy Chief Cowan asked for and received concurrence from the Board for Firefighters Gordon Plett and Rich Rock to attend SCBA training in Portland.
- Deputy Chief Cowan asked for and received concurrence from the Board for Captain Whitmore to attend FDIC in Indianapolis.
- Deputy Chief Cowan reported that the vacant apartment complex off of 228th continues to be a fire hazard and at this point recommends a defensive strategy in the event of fire; unless there is reason to believe there are occupants in the building. At this time, there are many hazards including the absence of man-hole covers.

- Deputy Chief Cowan reported that response times have improved from last year and calls were down 1.8% from 2010. Captain Terry Brown is assisting with the development of the HB 1712 Report.

Support Services:

- Deputy Chief Cowan reported that the Fire Marshal and the City of Maple Valley continue to develop the ordinance language.
- Deputy Chief Cowan reported that he has begun Beta testing a Facebook account for Snoqualmie Pass and will be looking to do the same for Maple Valley Fire & Life Safety in the future.
- Deputy Chief Cowan reported that the department is actively looking for a used rescue vehicle to replace the current rescue vehicle that will be assigned to Facilities & Fleet Manager Backer.
- Chief Doerflinger reported that Facilities & Fleet Manager Backer is working on obtaining bids for light replacements for several stations which will be covered mostly by a grant (Station 81) and/or rebate (Station 82, 83, 84, 85) through Puget Sound Energy.

Events:

- Maple Valley Fire Banquet 3/24/12: Firefighter Drew Erickson is working on this event.

Public Comment: None

A MOTION was made, seconded and unanimously carried to approve vouchers #01001 through #01045 for \$394,929.07; #01046 through #01058 for \$4,412.70; #01059 through #01060 for \$3,610.56; Payroll for \$152,240.88; Retirement for \$27,591.44; Deferred Compensation for \$6,873.50; Payroll Taxes for \$31,746.82.

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 7:55 pm for approximately 10 minutes.

The regular meeting resumed at 8:00 pm.

A MOTION was made, seconded and unanimously carried to approve Chief Doerflinger's Personal Services Contract as presented; which extended the contract terms through December 31, 2016.

A MOTION was made, seconded and unanimously carried to close the meeting at 8:00 pm.

Chairperson William VanRuff

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Camille Walls

Commissioner Brian McGee

Michele de Leon, District Secretary