



Maple Valley Fire and Life Safety

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

Document 13-002

Minutes of the Regular Meeting of the Board of Fire Commissioners, January 17, 2013

Attending: Commissioners DeBay, McGee, Scott, Walls and VanRuff; Fire Chief Doerflinger; Deputy Fire Chief Cowan; District Secretary Michele de Leon; Captain DiDonato; Firefighter Knowles.

Excused Absence: none

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

Amendments to the Agenda: Added Legislative Day to Correspondence.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 1/3/2013.

Financial Report:

The following reports were reviewed for information:

- Expense Report – January 2013
- Revenue Report – December 2012
- Transport Billing Report – December 2012
- Cash Balance & Reconciliation – December 2012
- Impact Fees- Year to Date

Correspondence:

- Grocery Outlet: Chief Doerflinger informed the Board of Grocery Outlet's Ribbon Cutting Ceremony to be held January 23rd.

Meetings:

- Area Council Meeting 1/17/13: Deputy Chief Cowan and Commissioner Scott attended this meeting and spoke about the upcoming levy measure.
- Eastside Fire & Rescue 1/14/13: Deputy Chief Cowan met with Deputy Fire Chief Greg Tryon to discuss boundaries and dispatch protocol. They will continue to work through dispatch protocol and may establish a MOU.

- LMC 1/15/13: Chief Doerflinger reported that the LMC Committee reviewed 10 items. Battalion Chief O'Brien will begin attending these meetings, once Deputy Chief Cowan determines his departure date.
- Consolidation Meeting 1/16/13: Deputy Chief Cowan and Commissioner DeBay attended this meeting. Items of discussion included RFA's and Woodinville's current status and interest in forming a RFA.
- Long Range Planning 1/17/13: Deputy Chief Cowan reported that the Committee met to update and review capital purchases. Deputy Chief Cowan reviewed some of the line items that were adjusted by the Committee.

Public Comment:

- None

Business:

- Long Range Planning: **A MOTION was made, seconded and unanimously approved adopting the Capital Projects Budget for 2013 through 2015.**
- AG 43-1119 Flag Use Policy: **A MOTION was made, seconded and unanimously approved to adopt AG 43-1119 Flag Use Policy.**
- Washington State Rating Bureau: Chief Doerflinger received the official letter from the Rating Bureau which states the district will be re-rated from a 4 in the city limits to a 3 and from a 5 in rural areas of the district to a 4. Due to staffing, stations 82, 84 and 85 were not validated at this time; however, Chief Doerflinger and Deputy Chief Cowan have developed a plan to address this and have these stations validated before the re-rating goes into effect. In addition, Chief Doerflinger reported that he had contacted two insurance companies to gather information regarding the impact of the ISO Ratings on homeowners' insurance rates.
- Liz Loomis Public Relations: Chief Doerflinger reported that he had entered into a contract with Liz Loomis Public Relations, as directed by the Board. Chief Doerflinger also presented a timeline of events developed by Liz Loomis for the Board's information.
- Special Meetings (Commissioners & Community): City Manager, David Johnson, requested a special meeting with the Board of Fire Commissioners, City Council and School Board. He will be scheduling this meeting sometime in March. A Special Board of Fire Commissioners meeting was scheduled for March 8th at 9:00 am. The agenda will be developed and forwarded for input.
- Resolution R-2013-001 Declaration of Surplus Equipment: **A MOTION was made, seconded and unanimously passed approving Resolution R-2013-001 Declaration of Surplus Equipment.** Chief Doerflinger asked for and received authorization from the

Board of Fire Commissioners to assign the Utility Truck to CERT. A resolution will be prepared for approval, retracting Resolution R-2012-019 declaring the Utility Truck surplus.

Personnel

Career/Volunteer Staff

- Deputy Chief Cowan reported that one Firefighter is out on LTD and is expected to return to duty early February. Also two firefighters are currently on L & I and should be returning to work this month.
- Deputy Chief Cowan stated that one of the volunteers has left the program and the group of 7 will be starting the Buckley academy next week.

Operations:

Training

- Deputy Chief Cowan reported that SCBA training at Station 87 was ongoing.

Incidents

- Deputy Chief Cowan reported that there have been 95 calls since last meeting and 67% of those were EMS. Significant incidents included a few car accidents with a rollover accident at Four Corners and a motorhome fire. The Board of Commissioners stated that they like receiving the daily summary reports from the Battalion Chiefs.

Support Services

Fire Marshal's Office

- Nothing to report.

Public Education

- Nothing to report.

Apparatus & Equipment

- Deputy Chief Cowan reported that the Aid Car delivery could be 4 to 6 months out after we confirm the purchase, which should be within the month, and the Tender is scheduled to be delivered by the end of the month.

Facilities

- Chief Doerflinger reported that the Station 86 sale will be closing on February 10th.

Events:

- Department Banquet 3/2/13: Office Manager de Leon asked the Board to confirm their attendance before February 8th.

- Rayburn Hicks Dedication 1/18/13 (not on agenda): Chief Doerflinger informed the Board of this event.

Public Comment:

- None

A MOTION was made, seconded and unanimously carried to approve vouchers #01060 through #01097 for \$100,587.98; #01098 through #01100 for \$3,852.79; Payroll for \$185,868.75; Payroll Taxes for \$42,474.58; Retirement for \$28,908.88; Deferred Comp for \$7,448.50.

With no further regular business before the Board, the meeting was adjourned to Executive Session at 7:02 p.m. for approximately 20 minutes.

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 labor agreement.

The Executive Session ended at 7:22 p.m. and the regular meeting was resumed.

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 7:23 pm.**

Chairperson William VanRuff

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Camille Walls

Commissioner Brian McGee

Michele de Leon, District Secretary