



## Maple Valley Fire and Life Safety

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

### Document 13-019

### Minutes of the Regular Meeting of the Board of Fire Commissioners, July 18, 2013

Attending: Commissioners McGee, VanRuff and Walls; Fire Chief Doerflinger; Deputy Fire Chief O'Brien; Office Manager de Leon; Battalion Chief Bille; Lieutenants Bingaman and Erickson; Firefighters Craft, Graziani, Plett, Knowles and Stasiak; Volunteer Firefighters Cappetto, Calcote, Conover, Gimlin, Griffith, Jewett, Keaveny, McCreary, Sharp, Sky and Smith; Heather, Will and Andy Erickson; William Stoeck; Victoria Jonas; Sean P. Kelly.

Amendments to the Agenda: none

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

Commissioner VanRuff administered the Oath of Office to Volunteer Firefighters Cappetto, Calcote, Conover, Gimlin, Griffith, Jewett, Keaveny, McCreary, Sharp, Sky and Smith.

Commissioner VanRuff administered the Oath of Office to Lieutenant Erickson. The regular board meeting was recessed for refreshments.

The meeting was resumed at 6:25 pm.

### Minutes:

**A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 6/6/2013.**

### Financial Report:

The following report was reviewed for information:

- May & June Cash Balance & Reconciliation
- May & June Revenue Summary
- May & June Transport Billing
- June & July Budget Summary
- Impact Fees

### Correspondence:

- Thank You Card – Kathy O'Brien:
- National Night Out – August 6<sup>th</sup>: The district will be participating in National Night out.

### Meetings:

- VCC Operating Board 6/27/13: Chief Doerflinger reported that the new CAD System is scheduled for March 2014.
- LMC 7/10/13: Nothing major to report.
- VCC Budget Committee 7/17/13: Chief Doerflinger reported that Valley Comm had finalized their 2014 Budget. There is no increase in the dispatch call rate for 2014. Recent FCC changes have prompted Valley Comm to charge per user fee rather than per unit; which has increased charges for the district. Alternatives to this are being explored.

### Public Comment:

- Sean P. Kelly

### Business:

- Resolution R-2013-010 Authorizing the Payment of Ambulance Transport Bills from Tax Revenue: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2013-010 Authorizing the Payment of Ambulance Transport Bills from Tax Revenue.**
- Resolution R-2013-011 Declaration of Surplus Equipment: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2013-011 Declaration of Surplus Equipment.**
- Budget Amendment: Chief Doerflinger distributed the proposed Budget Amendment and reviewed the line item adjustments. **A MOTION was made, seconded and unanimously carried to approve the Budget Amendment as proposed.**
- Use of Comparables: Chief Doerflinger presented the Board with historical information regarding the use of comparables for administrative staff. Following discussion, it was determined to adopt a schedule commencing the use of comparables for 2014 and every three years thereafter as directed by AG 43-1114.
- DRS Inquiry: Chief Doerflinger stated that the district had responded to DRS regarding Chief Rude's employment dates and contract. There has been recent media coverage regarding retire/rehire for LEOFF employees.
- Quit of Right of Way: Chief Doerflinger distributed information regarding the proposed Quit of Right of Way of the storm water drainage facilities located west of Station 80, in lieu of \$1.00. The easement agreement would deed this property to KRG Four Corner Square LLC. The Board of Fire Commissioners rejected this offer based on the terms of

compensation. The Board directed Chief Doerflinger to contact KRG and seek compensation alternatives. 23037

- LRP Update Plan: Chief Doerflinger reported that some King County area reports have been completed and he is anticipating a positive Assessed Valuation for the District in 2014. The Long Range Planning Committee will be reconvening to assist in assessing the district's capital needs and staffing levels. This information will be provided to the Board of Fire Commissioners; so they can determine whether the levy rate can be reduced
- Negotiations with Local 3062: Chief Doerflinger reported that he has not received any possible meeting dates from the Union.
- Volunteer Firefighter Reimbursement: Deputy Chief O'Brien provided information regarding the point system. **A MOTION was made, seconded and unanimously carried to re-instate the Point Program for the Volunteer Firefighters.**
- Open House Funding: Chief Doerflinger asked to Board to consider increasing the Open House Budget by \$2,000. **A MOTION was made, seconded and unanimously carried to add \$2,000 to the budget for 2014.**
- WSRB Update: Chief Doerflinger informed the Board that a rating of 3 / 4 should be certified by September 1<sup>st</sup>.
- Hiring Process: Deputy Chief O'Brien briefed the Board on the costs of Public Safety Testing and proposed a plan to enter into a contract with them to establish a Firefighter List. It was determined that Psych Testing, Background Checks and Chiefs Interviews would only be done once there is an opening. **A MOTION was made, seconded and unanimously carried authorize Chief Doerflinger to enter into a contract with Public Safety Testing.**
- News Articles: Chief Doerflinger reported that the next news article is due in August and asked which commissioner would be interested in writing this article. It was decided to ask Commissioner DeBay to write the next article. Commissioner McGee offered to assist Commissioner DeBay if he chooses to write the next article.
- CERT Carport/Storage Funding: Chief Doerflinger requested to table his recommendation at this time due to the requirement of permitting at Station 83 for a carport. Staff will be looking at other alternatives before making a recommendation.

## Personnel:

### Career/Volunteer Staff

- Deputy Chief O'Brien reported that he has assigned volunteers to live at Stations 82, 84 and 85.

## **Operations**

- Training: Deputy Chief O'Brien reported that the recent training included water rescue with Lake Wilderness Lifeguards as part of the Zone 3 training.
- Incident Report: Deputy Chief O'Brien reported that the district has responded to 1238 calls the first six months of 2013; compared to 1280 in 2012. In addition there have been 382 transports during the first six months of 2013; compared to 378 in 2012. In addition, Deputy Chief O'Brien reported on a recent suicide, 7 year old falling from a second story window and Lieutenant Bingaman reported on a near drowning.

## **Support Services**

- Fire Marshal's Office: Chief Doerflinger reported that the district has received a pre-application for a hotel between Kindercare and Westlake Apartments.
- Public Education: nothing to report.
- Apparatus & Equipment: Deputy Chief O'Brien reported that the new aid cars are about 70-90 days from being delivered.
- Facilities: Deputy Chief O'Brien reported that the outlying stations are being upgraded to accommodate the new volunteers.

## **Events:**

- Maple Valley Fire Open House – September 14:

## **Public Comment:**

- none

**A MOTION was made, seconded and unanimously carried to approve the following:**

### **JUNE 28<sup>th</sup> PAY**

**#06072 through #06107 for \$39,620.31 (General Fund)**

**#06108 through #06113 for \$4,891.77 (Capital Fund)**

**Payroll for \$159,484.68**

**Payroll Taxes for \$32,505.42**

**Retirement for \$37,249.84**

### **JULY 15<sup>th</sup> PAY**

**#07001 through #07037 for \$91,923.85 (General Fund)**

**#07038 through #07042 for \$6,891.69 (Capital Fund)**

**#07043 through #07059 for \$3,235.51 (General Fund)**

**Payroll for \$204,101.58**

**Payroll Taxes for \$32,411.60**

**Review Retirement for \$36,155.35**

**JULY 30<sup>th</sup> PAY**

**#07057 through #07092 for \$86,093.90 (General Fund)**

**#07093 through #07097 for \$2,138.58 (Capital Fund)**

**Payroll for \$155,516.93**

**Payroll Taxes for \$32,463.60**

**Retirement for \$36,860.09**

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 8:00 pm.**

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Chairperson Mike Scott

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Commissioner Gabriel DeBay

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Commissioner William VanRuff

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Commissioner Camille Walls

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Commissioner Brian McGee

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Michele de Leon, District Secretary