



## Maple Valley Fire and Life Safety

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

### **Document 13-025**

### **Minutes of the Regular Meeting of the Board of Fire Commissioners, September 19, 2013**

Attending: Commissioners McGee, VanRuff and Walls; Chief Doerflinger; Deputy Fire Chief O'Brien; Office Assistant Knight; Battalion Chief Handley; Captain Lewis; Firefighters Jensen, McCormick and Knowles, Volunteer Firefighter Griffith.

Excused Absence: Commissioners Scott and DeBay.

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

Amendments to the Agenda: none.

### **Minutes:**

**A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 9/5/2013.**

### **Financial Report:**

The following reports were reviewed for information:

- September Expense Summary
- August Revenue Summary
- August Cash Balance & Reconciliation
- Transport Billing
- Impact Fees

### **Correspondence:**

- WFCA Membership Renewal: Chief Doerflinger commented that we have received notice and the dues for 2014 have decreased slightly from last year.
- King County Paramedic Training Class No.39:
- Medic One Foundation Dinner: October 18<sup>th</sup>, 2013 from 6-10pm at Seattle Sheraton.

### **Meetings:**

- Labor Management Meeting 9/10/13: Chief Doerflinger stated that the meeting went well and there are no new developments to report.

- King County Fire Chiefs 9/18/2013: Chief Doerflinger handed out a fact sheet on the upcoming King County EMS levy.

**Public Comment:**

- none

**Business:**

- AG 43-1116 Travel Allowance and Expense: Chief Doerflinger reported that the two week review period has ended. **A MOTION was made, seconded and unanimously carried to approve AG 43-1116.**
- Resolution R-2013-014 Authorizing an Increase in Fire Commissioner Compensation: Chief Doerflinger recommended passing a resolution for a Commissioner reimbursement increase from \$104 from \$114, as allowed by law. **A MOTION was made, seconded and unanimously carried to approve Resolution R-2013-014.**
- Preliminary Assessed Valuation: Chief Doerflinger distributed and reviewed the 2014 Preliminary Assessed Valuation worksheet which shows an estimated 7% increase in AV for 2014.
- Administration Staffing: Chief Doerflinger reviewed the current status of the temporary Acting Lieutenant position of Kelley Jensen which terminates December 31, 2013. Chief Doerflinger presented the Board three alternatives. Vacate the position, fill the position with a union officer or fill the position with a Deputy Chief of Support Services. Chief Doerflinger noted that he felt the hiring of additional firefighters was still a possibility and took this into account with his recommendation. Also considered were current and future budgets and revenue projections. Firefighter Kelley Jensen has exceeded the expectations of the position and its original intent, with expressed gratitude from both Chiefs and the Commissioners. Chief Doerflinger recommended vacating the position and returning Firefighter Jensen to operations on November 1. He will conduct a needs assessment in the summer of 2014 after the decision on the hiring of additional firefighters is complete and 2015 AV projections become available. The Board concurred with the Chief's recommendation. Deputy Chief O'Brien addressed the Board with high remarks to Firefighter Jensen's work and efforts.
- Operation Staffing: After receiving our preliminary 2014 levy revenue numbers, Chief Doerflinger recommends increasing the minimum staffing to 11 personnel to allow for the staffing of an additional aid unit effective October 1, 2013. **A MOTION was made, seconded and unanimously carried to approve the minimum staffing level to 11 career personnel.**
- Funding Capital Budget for Purchasing a Battalion Vehicle: Chief Doerflinger asked the Board to approve an adjustment to the Capital Budget for 2013. Funding \$60,000 for the Battalion Vehicle in 2013 rather than 2014, will allow the district to purchase from 2013

State Purchasing Program. The 2013 contract price for the selected vehicle did not increase for 2013 from 2012, but is expected to increase for 2014. Firefighter Jensen fielded questions raised by the Board on the purchasing price. **A MOTION was made, seconded and unanimously carried to approve funding \$60,000 in 2013 rather than 2014 for the purchase of a Battalion Vehicle.**

## Personnel:

### Career/Volunteer Staff

- Deputy Chief O'Brien reported that there is currently 1 career employee on Long Term Disability. We have 2 volunteers possibly being hired by outside fire agencies as career personnel.

## Operations

- Training: Deputy Chief O'Brien reported that the BC's and crews participated in the Zone 3 Hazmat drill at Summit Landsburg water facility this week and that the event was successful.
- Incident Report: Deputy Chief O'Brien reported on a CPR call for a 6 week old infant that did not survive.

## Support Services

- Fire Marshal's Office: Chief Doerflinger shared the plans submitted for a Panera Bread proposed to be located in the parking lot of Grocery Outlet.
- Public Education: nothing to report.
- Apparatus & Equipment: Deputy Chief O'Brien reported E83 is back in service after being involved in the accident. Firefighter Jensen reviewed the progress of the aid car purchases with the Board and that they are estimated to be completed within 40 days.
- Facilities: Chief Doerflinger reported that the Station 80 fence is  $\frac{3}{4}$  way completed and looking very nice. Deputy Chief O'Brien reported that bark was delivered by Firefighter Jensen at the outlining resident stations.

## Events:

- Maple Valley Fire Open House – September 14: Firefighter Cary McCormick reports that the turnout was a little lower than the previous years but was a great event. The approximate head count was 350 people. Deputy Chief O'Brien was pleased to report that volunteer help was fantastic along with efforts by on duty and off duty personnel.
- Fill the Boot – September 13: Firefighter Phil Knowles reported that \$9,100 was raised.

**Public Comment:**

- None

With no further regular business before the Board, the meeting was recessed to Executive Session at 6:40 pm for approximately 10 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.*

*RCW 42.30.110 (b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.*

The Executive session ended at 6:50 pm and the regular meeting was resumed.

**A MOTION was made, seconded and unanimously carried to approve #09076 through #09112 for \$51,056.14; #09113 through #09115 for \$10,655.59; Payroll for \$154,312.61; Payroll Taxes for \$32264.20; Retirement for \$36,580.75**

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 6:55 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