



## Maple Valley Fire and Life Safety

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

### Document 14-005

### Minutes of the Regular Meeting of the Board of Fire Commissioners, February 20, 2014

Attending: Commissioners Walls, DeBay, McGee, VanRuff, and Scott; Fire Chief Doerflinger; Deputy Chief O'Brien; Battalion Chief DiDonato; Lt. John Madden; Firefighters Jones, Downs and Fitzpatrick; VRF Colasurdo; Kent RFA Captain, Kyle Ohashi; Administrative Assistant Fine

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

Citizen Commendation: Deputy Fire Chief O'Brien introduced Captain Kyle Ohashi from Kent RFA and the citizens involved in a lifesaving incident that occurred in the Timberlane area. The citizens were presented with certificates for their lifesaving actions.

Amendments to Agenda: None.

### Minutes:

**A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 2/6/2014.**

### Financial Report:

The following reports were reviewed for information:

- February Expense Summary
- January Revenue Summary
- January Reconciliation & Daily Cash Balance
- Transport Billing
- Impact Fees(not on agenda) Reviewed for information

### Correspondence:

- Thank You Captain Lewis – Renton FD: Chief Doerflinger reported on the ladder training that took place with Renton Fire Department.
- Invite – Community Center Annual Benefit Breakfast: Thursday, February 27, 2014.
- Thank You – Madden Family: Chief Doerflinger reported that the Department received a thank you card from Lt. John Madden and family for flowers delivered to his father's funeral service.

### Meetings:

- Legislative Day 2/11/14: Chief Doerflinger reported that he, Commissioners Scott and VanRuff attended the Annual Legislative Day.
- King County EMS –CMT 2/18/14: Chief Doerflinger reported that he, Deputy Chief O'Brien and Commissioner DeBay met with KCEMS to discuss a Community Medical Technician (CMT) Pilot Program. Commissioner DeBay reported on the funding mechanism for the program.
- King County Fire Chiefs: Chief Doerflinger reported on a program that is coming to our communities called Pulse Point. It is a downloadable phone app that can notify any registered, certified CPR trained person within a quarter mile of an incident in a public place and would also indicate the location of any AED in the immediate area.

**Public Comment:**

- None

**Business:**

- Overtime Expenses: Chief Doerflinger reviewed the current overtime expenses. Chief O'Brien reported the number of firefighters that are out on Disability Leave and the current number of firefighters available per shift. Chief Doerflinger reviewed his previous recommendation. The Board discussed the option to make changes to the staffing levels in order to reduce the overtime expenses at least temporarily. Commissioner DeBay requested that the District factor in the salary savings that are taking place while the firefighters are out on disability and would like to see a budget amendment reflecting FF Rubido's wage savings and add it to the overtime budget. Also, he would like to consider adding the salary savings of those out long term to the overtime budget in the future. Commissioner DeBay would like to look at the LTD and DL leaves as well as the SL/FSL. Chief Doerflinger will prepare additional information for the next meeting and the budget amendment.
- Northwest Leadership Out of State Travel: **A MOTION was made, seconded and unanimously carried to approve the out of state travel for Commissioner VanRuff, Chief Doerflinger and Battalion Chief DiDonato to the Northwest Leadership Seminar.**
- Promotional Testing: Chief O'Brien reported on upcoming promotional testing for the department and the estimated cost of all three tests combined is approximately \$20K.

**A MOTION was made, seconded and unanimously carried to approve the Department entering into contract with Public Safety and to amend the budget to reflect \$20K for the upcoming three tests.**

**Personnel:**

### **Career/Volunteer Staff**

- Chief O'Brien reported the status of the six new volunteers currently in the Buckley Academy. Graduation is set for June 6, 2014.

### **Operations**

- Training: Chief O'Brien reported that Tiburon training has been ongoing and the "go live" date is set for March 18<sup>th</sup>. Lots of training and quarterly training.
- Incident Report: Chief O'Brien reported on the Maxwell Road wash out that could take the road out of service indefinitely.

### **Support Services**

- Fire Marshal's Office: Chief O'Brien reported on the new construction in the district.
- Public Education: Commissioner Walls complimented Administrative Assistant Christine Knight's television demonstration of infant and child CPR for the segment on the citizen rescue breathing incident. The Board concurred that this was an excellent form of Public Education.
- Apparatus & Equipment: Chief Doerflinger reported that the fire district pursuing the purchase of both surplus engines have had a hiccup, they are not going to get their grant but still plan to purchase the engines out of their reserves. Chief Doerflinger requested that they indicate their intentions after their next Board meeting, which is in March.
- Facilities: Chief Doerflinger reported that the station signs for facilities need to be tabled until the surface water issue is resolved. The district can recoup the deposit of the signs less a small amount for their time. The project can be picked back up at a later date after the surface water issue has been resolved.

**A MOTION was made, seconded and unanimously carried to approve tabling the ordering of district signs to a later date and request the refund of deposit at this time.**

Chief O'Brien reported on the status of the training house and that the Consortium is not planning to be using it in the next year so there is a recommendation to use it as a practice burn house.

**Events:** Banquet – March 1

### **Public Comment:**

- None

**A MOTION was made, seconded and unanimously carried to Approve #02065 through #02103 for \$78,731.51; #02104 through #02108 for \$12,620.35; Payroll for \$167,713.31; Payroll Taxes for \$39,443.73 and Retirement for \$37,697.50.**

The regular meeting adjourned at 7:30 to Executive Session 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.*

The Executive Session ended at 7:40 p.m.

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 7:40 pm.**

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Chairperson Camille Walls

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Commissioner Mike Scott

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Commissioner Gabriel DeBay

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Commissioner Bill VanRuff

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Commissioner Brian McGee

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Michele de Leon, District Secretary