



Maple Valley Fire and Life Safety

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

Document 14-011

Minutes of the Regular Meeting of the Board of Fire Commissioners, April 17, 2014

Attending: Commissioners DeBay, McGee, Walls and VanRuff; Chief Doerflinger; Deputy Chief O'Brien; Captain Whitmore; Firefighter Knowles, District Secretary deLeon.

Excused Absence: Mike Scott

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

Amendments to Agenda: Add impact fees under financial reports.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 4/3/2014.

Financial Report:

The following report was reviewed for information:

- April Expense Summary
- Overtime Study – Commissioner Walls asked that an hour column be added to the study.
- March Revenue
- March Cash Balance & Reconciliation
- Transport Fees
- Impact Fees

Correspondence:

- Washington State Fire Chief's Conference: Chief Doerflinger reported that he and Deputy Chief O'Brien will not be attending; rather using conference funds to attend the International Fire Chiefs Conference in Dallas.

Meetings:

- King County Fire Chiefs Association 4/16/14: Nothing to report.
- LMC 4/17/14: Chief Doerflinger reported that the group worked through 12 items.
- Regional Records Management System (RMS) Strategic Initiative 4/17/14: Chief Doerflinger reported that there is an attempt to move all King County Fire Departments to a single EMS Records Management System called ESO. Funds will be made available for assistance.

- LRP 4/17/14: Chief Doerflinger reported that this meeting was cancelled and will be re-scheduled. The entire update should be put before the Board for adoption at the second meeting in May.

Public Comment: None

Business:

- King County Surface Water Management Fees: Chief Doerflinger reported that he has spoken to the Treasury Director, Scott Matheson and although they recognize there was an agreement made when Dwight VanZanen was Fire Chief, they are proceeding with collections of the surface water management fees and penalties. Chief Doerflinger will be consulting Joe Quinn on this issue.
- AG 43-1104 Alcohol and Drug Use: The two week review period has ended for this policy update. **A MOTION was made, seconded and unanimously passed, approving AG 43-1104 Alcohol and Drug Use.**
- Joint Meeting with District #44: Chief Doerflinger tabled this item until the next Board Meeting when Commissioner Scott would be present.
- May Meeting Dates: Chief Doerflinger asked for and received concurrence from the Board to move the May meeting dates to the second and fourth Thursday of May; to enable the completion of payroll and update the overtime study.

Personnel:

Career/Volunteer Staff

- Deputy Chief O'Brien reported:
 - 1 employee on LTD scheduled to return mid-May.
 - 1 employee on LTD scheduled to return sometime in June.
 - 1 employee on Light Duty and unknown when they will return to regular shift.
 - 1 employee returning from L & I on April 29th.
 - Buckley academy graduation will be June 7th.

Operations

- Training: Employees have been at live fire training in North Bend. Captain Lewis has returned from FDIC and will present information at the next Officer Meeting.
- Incident Report: Deputy Chief O'Brien reported on a structure fire that happened over the weekend. As of 4/16 the district had responded to 825 calls, as opposed to last year this time 692.

Support Services

FIRE MARHSAL OFFICE

- Tahoma School District Impact Fee Estimate: Chief Doerflinger reported that the impact fee estimate for the new school is \$207,000.
- Rainier Ridge Annexation: Chief Doerflinger reported that a developer is looking to annex property off of SE 288th into the City of Maple Valley and District #43.

PUBLIC EDUCATION

- Deputy Chief O'Brien reported that an Easter Egg Hunt has been organized to be held at Lake Wilderness. Sparky and the fire engine will be there.

APPARATUS & EQUIPMENT

- The surplus engines have been delivered to Pierce #23.

FACILITIES

- Deputy Chief O'Brien reported that the outlying stations are being cleaned up and lawn maintenance completed.

Events:

- Fishing Derby April 25th & 26th.
- Maple Valley Days June 14th & 15th.

Public Comment: None

A MOTION was made, seconded and unanimously carried to Approve #04068 through #04105 for \$74,448.89 (General Fund); #04106 through #04108 for \$8,552.62 (Capital Fund); Payroll for \$167,324.15; Payroll Taxes for \$37,530.30 and Retirement for \$39,295.33.

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 7:00 pm.**

Chairperson Camille Walls

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Bill VanRuff

Commissioner Brian McGee

Michele de Leon, District Secretary