



Maple Valley Fire and Life Safety

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

Document 14-015

Minutes of the Regular Meeting of the Board of Fire Commissioners, May 22, 2014

Attending: Commissioners McGee, Scott, and Walls; Chief Doerflinger; Deputy Chief O'Brien; Battalion Chief DiDonato and Bille; Lieutenant Madden; Firefighter Jones, Volunteer Firefighter Stephen Griffith; Administrative Assistant Knight.

Chairperson Walls called the meeting to order at 6:55 pm.

Excused Absence: Commissioners DeBay and VanRuff

Amendments to Agenda: Add letter from Maple Valley City Council requesting a joint meeting under business.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 5/8/2014.

Financial Report:

The following reports were reviewed for information:

- May Expense Summary
- Overtime Study
- April Revenue
- April Cash Balance & Reconciliation
- April Transport Billing
- Impact Fees

Correspondence:

Letter from King County Water Service Management to be discussed under business.

Meetings:

- King County Fire Chiefs Association 5/20/2014: Chief Doerflinger reported that a representative from King County was scheduled to attend and discuss funding for the 800MHz replacement levy (Puget Sound Emergency Radio Network - PSERN). The concern for the Chiefs is the potential impacts of a levy increase, specifically in regards to Fire Districts and rate capacity. King County cancelled their attendance the day prior.

- Officer Meeting 5/15/2014: Deputy Chief O'Brien reported there was a quarterly officer meeting on 5/15.
- JATC Meeting 5/13/2014: The administration and union had the opportunity to meet with Dave Meyers from the State, concerning the State's JATC (Joint Apprenticeship and Training Committee) program. The meeting went well and the district is targeting July for implementation of the program.

Public Comment: None

Business:

- King County Surface Water Management (SWM) Fees: Chief Doerflinger shared the letter received from King County, in which the County states their belief that they have the right to collect past SWM Fees. This case has been assigned to Ken Guy in Business Operations Division to oversee. Chief Doerflinger is in communication with Ken Guy and will be contacting Joe Quinn for legal advice. Chief Doerflinger contacted David Johnston with the City of Maple Valley and confirmed that the City recognizes the standing agreement and did not anticipate collecting the funds under dispute.
- Mitigation & Level of Service Policy Update: Deputy Chief O'Brien reported on the annual update to the policy. The consultant has suggested that the update be presented to city planners before adoption by the Board of Fire Commissioners. This will remove the possibility of having to adopt the update twice. Once it is completed, reviewed by the City and adopted by the Board, it would then go to the City Council for final approval.
- Telestaff Contract: Chief Doerflinger stated that we are in need of executing the contract with Kronos to move forward. He reminded the Board that it has been budgeted for in this year's capital purchasing plan. **A MOTION was made, seconded and unanimously carried to complete a contract WITH Kronos for Telestaff.**
- Long Range Plan: Chief Doerflinger provided the 2014 updated LRP to the Board and briefly reviewed each section. The LRP committee has recommended the next update be completed in 2016. Chief Doerflinger will place on the next agenda the adoption of the 2014 update for Board consideration.
- Entry Level Firefighter Hiring: Chief Doerflinger reviewed a report on anticipated overtime costs due to current long term disabilities. He recommended hiring a fulltime career firefighter without delay to ease overtime costs and future scheduling complications. The new hire would fall under the scope of JATC program. **A MOTION was made, seconded and unanimously carried to approve hiring a career firefighter.** Chief Doerflinger and Chief O'Brien recommended hiring one of our current resident firefighters and reported that Chief O'Brien had discussed this with the Union that they supported the recommendation.

- Staffing Alternative: Chief Doerflinger reviewed the new alternative staffing schedule that was adopted last month. He is now asking the Board to consider another variation to the staffing plan. Based on the potential overtime savings, he recommended the first overtime shift be filled by an 11 hour shift and subsequent shift(s) by 24 hours. **A MOTION was made, seconded and unanimously carried to approve the staffing change recommendation.**
- Joint meeting with City Council on June 23: It has been proposed by Maple Valley City Council to hold another annual joint meeting on June 23 at the Tahoma Central Services building at Rock Creek Elementary school. Commissioner McGee commented that he supports current and future joint meetings and looks forward to continuing the open dialog with the City Council.

Personnel:

Career/Volunteer Staff

- Deputy Chief O'Brien reported the volunteer fire academy graduation date was moved to June 5th. Chief Doerflinger proposed moving the next regular scheduled Board meeting to 5pm to allow the Chiefs and Commissioners the ability to attend the ceremony in Buckley at 7pm. The Board gave concurrence to moving the start time of the June 5th meeting.
- Deputy Chief O'Brien reported on staff status.
 - 2 employees currently on long term disability. One is anticipate to return in early June and the other is at least 2-3 mouths out. Both were off-duty when injured.
 - 1 employee is currently working light duty and it's anticipated that his status will not change through the end of the year.

Operations

- Training: The crews have been rotating though Live fire training in North Bend.
- Incident Report: Chief DiDonato reported on the landslide at the Cedar River on 5/10. King County Police swift water training was being held in Renton on the Cedar River at the time of event and they responded to the landslide very quickly. It was a benign outcome for such a large event as the river rescinded back into its original banks quickly. The landslide area has now been declared unstable by geologists and there will be no river access permitted until further notice.

There was a house fire on 5/14 in the Lake Retreat area. The home was fully involved upon arrival, although operations went extremely well, the home and vehicles were a total loss displacing a family with 4 kids.

Support Services

FIRE MARHSAL OFFICE

- Nothing to report.

PUBLIC EDUCATION

- Nothing to report.

APPARATUS & EQUIPMENT

Deputy Chief O'Brien reported that the new battalion rig will be in service next week.

FACILITIES

- Nothing to report.

Events:

Firefighter Academy Graduation 6/5/2014 at 7:00 pm in Buckley.

Public Comment: None

A MOTION was made, seconded and unanimously carried to Approve #05068 through #05101 for \$32,689.71 (General Fund); #05102 through #05103 for \$7,537.43 (Capital Fund); Payroll for \$302,793.24; Payroll Taxes for \$92,140.74 and Retirement for \$49,931.59.

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

Chairperson Camille Walls

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Bill VanRuff

Commissioner Brian McGee

Michele de Leon, District Secretary