



Maple Valley Fire and Life Safety

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

Document 14-022

Minutes of the Regular Meeting of the Board of Fire Commissioners, August 21, 2014

Attending: Commissioners DeBay, McGee, Scott, Walls and VanRuff; Chief Doerflinger; Deputy Chief O'Brien; Battalion Chief Handley; Captain Whitmore; Lieutenant Gerarden; Firefighters Cleveland, Fox, Hunter, Jones, Keaveny, Knowles, McCormick & Morrow; District Secretary deLeon.

Excused absence: None

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

Pledge of Allegiance

Amendments to Agenda: None

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 8/7/2014.

Financial Report:

The following reports were reviewed for information:

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

Correspondence:

- VFIS Insurance 8/13/14: Chief Doerflinger reported on some upcoming policy enhancements; to include coverage for personal vehicles used for work purposes. This will be discussed with the insurance rep during renewal.
- State Auditor's Office: Letter of request for financial statements from those agencies submitting CAFR Reports or eligible for a Federal Audit; neither of which applies to the district.

Meetings:

- FRI Conference 8/13-8/16/14: Chief Doerflinger reported on the classes he attended; specifically the Affordable Care Act. Deputy Chief O'Brien reported on a shooter class he attended.

Public Comment:

- None

Business:

- Resolution R-2014-007 Declaration of Surplus Equipment: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2014-007 Declaration of Surplus Equipment.**
- Budget Amendment: Chief Doerflinger presented and reviewed the budget amendment which added \$197,786.97 to the Expense Budget. **A MOTION was made, seconded and unanimously carried to approve the Budget Amendment as presented.**
- 9/11 Memorial: Chief Doerflinger reported that Firefighter Carpenter has obtained a piece of the twin tower steel from 9/11 and would like to display a memorial in front of Station 81. **A MOTION was made, seconded and unanimously carried to authorize \$3,000 for the memorial display.**
- Public Records Request: Chief Doerflinger reported that he is in receipt of a public records request from Local 3062 requesting all intra-departmental emails for both himself and Deputy Chief O'Brien which is estimated by Stoeck IT to be approximately 30,000 pages. The estimated time to fulfill the request was initially thought to be 80 hours; however, Commissioner DeBay suggested it may take longer and asked that the Administration converse with the Union to determine key words or narrow the scope. Chief Doerflinger also noted that the current request includes promotional test content; he has requested that the union consider withdrawing this portion of the request, as approximately \$17,000 to date has been expended and if content is disclosed the test may be invalid. He has not heard back from the union on this request. Chief Doerflinger obtained an estimate from Stoeck IT to fill the request – at \$10,520.00 based on the number of emails, materials and time. The cost to Local 3062 would be \$4,500.00 at \$0.15 per page. **A MOTION was made, seconded and unanimously carried to enter into contract with Stoeck IT for up to \$10,520.00.**
- Surface Water Management Fees: Chief Doerflinger reported that the letter has been received by Ken Guy and the Attorneys have been directed to communicate on behalf of each party. Chief Doerflinger will be in contact with Ken Guy next week.
- Excess Levy vs. Anticipated AV Increase: Chief Doerflinger prepared and presented information for the Boards review. Discussion regarding lowering the tax collection rate for taxpayers was discussed; however, reducing tax collections \$50,000 per year only refunds the homeowner of a home valued at \$300,000, \$3 per year. It was determined that the possible gain of \$3 per year for the taxpayer would not offset the

potential impact to services. Chief Doerflinger will provide updated reserve account projections at the next meeting.

- Appeal of Grievances to Board by Local 3062: Union President PJ Knowles presented to the Board of Commissioners on Grievance #1 – Article 33 Shift Trade Policy and Grievance #2 – Article 16.10 Shift Change.

Personnel:

Career/Volunteer Staff

- Deputy Chief O'Brien reported that the volunteer interviews will be conducted August 23rd and the district is looking to obtain 8 to 12 new volunteers. A special thanks was given to BC Bille, OM de Leon, Captain Lewis, FF Jensen and FF Fox for their work on Telestaff implementation.

Operations

- Training: Deputy Chief O'Brien reported that he met with Kent Training Chief Eric Tomlinson to discuss the upcoming training burn of the Station 87 house.
- Incident Report: Deputy Chief O'Brien reported that there were no major incidents in the past two weeks; although there have been a higher number of CPRs. Call volume is up approximately 10% from last year.

Support Services

- Fire Marshal's Office: Chief Doerflinger presented the Board a Notice of Application and SEPA Notice for a Marijuana Production facility.
- Public Education: Nothing to report.
- Apparatus & Equipment: Deputy Chief O'Brien reported that we are in the final specification development for two pumper tenders for the outlying stations and the proposal for the Board is forthcoming.
- Facilities: Deputy Chief O'Brien reported that Station painting is underway.

Events: Open House – September 13th

Public Comment:

- None

A MOTION was made, seconded and unanimously carried to Approve #08049 through #08082 for \$49,203.11; #08083 through #08087 for \$4,261.74; Payroll for \$167,561.72; Payroll Taxes for \$36,585.12 and Retirement for \$41,535.90.

The regular meeting adjourned at 7:20 pm to Executive Session for approximately 30 minutes.

The regular meeting resumed at 7:50 pm and adjourned to Executive Session at 7:55 pm for approximately 20 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 a labor agreement.*

Executive Session ended at 8:15 pm and the regular meeting resumed.

Chairperson Walls stated that the Board of Commissioners has directed Chief Doerflinger to prepare the response regarding Grievance #1 and #2 for the Board's review and will be provided to the Union within the specified time in the contract.

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 8:18 pm.**

Chairperson Camille Walls

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Bill VanRuff

Commissioner Brian McGee

Michele de Leon, District Secretary