



## Maple Valley Fire and Life Safety

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

### **Document 17-014**

### **Minutes of the Regular Meeting of the Board of Fire Commissioners, October 19, 2017**

Attending: Chairperson Herbert; Commissioners Bodlovic, Hooper, Hayman and Walls; Chief Tyerman; Deputy Chief DiDonato; Office Manager de Leon; Battalion Chief Bille; Captain Graziani; Firefighter Knowles.

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

Pledge of Allegiance

#### **Minutes:**

**A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 9/21/17.**

**Amendments to Agenda:** Office Manager de Leon added Valley Communications Contract under business.

#### **Financial Report:**

The following reports were reviewed for information:

- October Expense Summary
- September Revenue Summary
- September Cash Reconciliation

#### **Correspondence:**

- Thank You – Firefighters Shore, Morrow and Hunter: Chief Tyerman read aloud an email from Dr. Rea thanking Firefighters Shore, Morrow and Hunter.
- Thank You Card: A thank you card and donation of \$500.00 was received from a family member of a patient.

#### **Meetings:**

- Donut Hole Meeting with Dow Constantine: Chief Tyerman briefed the Board on a meeting that he had with Dow Constantine regarding the need for a Public Safety Building.
- City Council Meeting: Chief Tyerman reported that he attended this meeting and the Council adopted an ordinance supporting the department's Lid Lift in November. More discussions of the Legacy Site took place at the meeting with

no decision as of yet.

- GMVAC Meeting: Chief Tyerman reported that he attended the Greater Maple Valley Area Council Meeting and answered questions regarding funding. There were questions about the language used in the Resolution and the recent re-rating done by WSRB. Chief Tyerman has committed to attending this meeting once a quarter.
- PTA Meeting: Deputy Chief DiDonato reported that he and Firefighter Knowles attended this meeting and spoke about the upcoming Lid Lift.
- After the Fire Meeting: Deputy Chief DiDonato reported that he and PIO Kyle Ohashi attended this meeting. KIRO 7 was there covering the story because the response was delayed due to staffing levels. Chief Tyerman added that he recently met with a citizen and reviewed the entire budget with him.
- King County Fire Chiefs: Chief Tyerman reported that he attended this meeting and a system upgrade to dispatch closest unit will not be implemented unless law enforcement is on board as well. Valley Comm is unable to implement this feature without both Police and Fire participating. In addition, the zones will be renumbered with unique identifier numbers effective January 1, 2019. Zone 3 will have 3 as a unique identifier added.
- HRA Meeting & Update: Office Manager de Leon reported that the district hired a temporary to extract data from the Third Party Administrator (TPA) by employee to assist in the reconciliation of the HRA Account. There were some employees over authorized and some under authorized by the TPA; however this did not impact the funds that the district holds for the liability. The account has now been reconciled and a conference call will take place with Union President PJ Knowles, Office Manager de Leon and the TPA on October 20<sup>th</sup> to make the corrections. Union President Knowles reported that the Medical Committee has formally recommended moving from Choice Strategies to Peak One. The Board concurred with this recommendation and directed the Union and Administration to negotiate the impacts and prepare a Letter of Agreement (LOA).

**Union Update:**

- Article 32 (Promotion Language): Union President Knowles reported on the contract language and the previous grievance caused by vague language. The Union and Administration should have something to present at the next Board Meeting.
- Long Term Actor MOU: The Union and Administration drafted a MOU to address this issue; however, after further discussion it was determined that a LOA should be prepared because it not only clarifies the language, additional content was added. A LOA will be presented to the Board on November 16<sup>th</sup>.

- Medical Insurance Update: Union President Knowles reported that insurance is going up 13% for 2018 due to the Affordable Care Act.
- Lid Lift Informational Flyer: Union President Knowles distributed a copy of the informational flyer to be mailed out to citizens regarding the funding measure on November's ballot.

**Public Comment:** None

**Business:**

- Lid Lift Update: Chief Tyerman reported that he produced a narrated powerpoint video outlining the funding issues. A public Thank You was extended to Chrystal Marner for her efforts in trying to disseminate accurate information on behalf of the district.
- Red Safety – Jesse Jones Interview: Chief Tyerman was interviewed by Jesse Jones regarding Red Safety and a Press Release was done.
- Contract for Services: Chief Tyerman reported that he has met with the Fire Chiefs from Puget Fire, Eastside Fire & Rescue and Renton Fire to discuss contracting for services. Chief would like to work on a long term vision for the district and entertain a stand-alone department or contracting for services.
- Surface Water Management: Chief Tyerman reported that he has reached a resolve with the Surface Water Management issues and from this point forward the district will be paying SWM fees.
- DRS Audit: Chief Tyerman reported that he has been in communication with the attorney and she has recommended allowing DRS to conclude their decision on the Redress done earlier in the year. This will be revisited early in 2018.
- Website Update: Chief Tyerman reported that IT Administrator Fevold has been updating the website and suggested the Board visit the website.
- Impact Fees: Deputy Chief DiDonato reported that historically we have contracted the impact fee updates to Larry Rabel; however, Volunteer Coordinator Jensen has been working on this and is able to take over updating.
- Valley Communications Contract (added to agenda): Office Manager de Leon reported that the 2018 Valley Communications Contract was received today and has increased \$1.02 per call. **A MOTION was made, seconded and unanimously carried to approve the Contract with Valley Communication for 2018.**

**Personnel:**

**Career/Volunteer Staff**

- Labor & Industries and LTD Report: Deputy Chief DiDonato reported that there is currently 1 employee on L & I Light Duty and 1 employee on Long Term Disability.
- Captain's Promotional Testing: Deputy Chief DiDonato reported that the tactical portion of the test is complete and 12 of the 14 candidates are moving on to the written portion of the test.
- Recruit Status: Deputy Chief DiDonato reported that Firefighters Kelly and Mish are 7 weeks into the Puget Training Consortium academy and doing well. The 16 Volunteer Recruits are 6 weeks into the Academy with Enumclaw Fire.

#### **Operations:**

- Incident Report: Deputy Chief DiDonato reported on a garage fire, a mutual aid call with District 47, a CPR at the High School and a car versus pedestrian accident.

#### **Support Services**

##### **Fire Marshal's Office**

- Chief Tyerman distributed a map of a proposed 5-story apartment building adjacent to the assisted living complex and reported the status of the other apartment complexes and CVS Pharmacy.

##### **Public Education**

- Nothing to report.

##### **Apparatus & Equipment**

- Fleet Update: Deputy Chief DiDonato informed the Board of Commissioners that the contract for services with Puget Fire is moving forward and reported on the calculation of hours estimated to maintain the district's fleet.

##### **Facilities**

- Station 80 Office Construction: Chief Tyerman reported that Station 80 is out of office space and had sought proposals to build additional offices; however, this proved to be more costly than expected and will be looking to convert the copier room into an office as a temporary solution.

#### **Events:**

Christmas Engine (Jerry Woods Holiday Engine) - December 1-16: Firefighter Plett is working to coordinate the Annual Jerry Woods Holiday Engine.

- Station 83 Closure Statistics (not on agenda): Deputy Chief DiDonato reported that Station 83 is closed 42% of the time and 72% of the time, it is impacted by reduced staffing and operating only an Aid Car.

**Public Comment:** None

**Vouchers: A MOTION was made, seconded and unanimously passed to approve the following:**

- 10/13/17      Review & Approve #10001 through #10037 for \$139,624.37 (General Fund)  
Review & Approve #10038 through #10039 for \$6,839.48 (Capital Fund)  
Review & Approve #10040 through #10060 for \$3,484.77 (General Fund)  
Review & Approve Payroll for \$160,980.94  
Review & Approve Retirement for \$49,760.82  
Review & Approve Payroll Taxes for \$35,456.42
- 10/30/17      Review & Approve #10061 through #10090 for \$40,516.39 (General Fund)  
Review & Approve Payroll for \$160,844.57  
Review & Approve Retirement for \$49,878.45  
Review & Approve Payroll Taxes for \$34,628.02

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting 8:00 pm.**

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Chairperson John Herbert

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Commissioner Ben Hayman

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Commissioner Chris Bodlovic

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Commissioner Craig Hooper

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Commissioner Camille Walls

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Michele de Leon, District Secretary