



Maple Valley Fire and Life Safety Board of Fire Commissioners

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

Regular Board Meeting Minutes October 17, 2019

1. Open Meeting/Call to Order

The Maple Valley Fire and Life Safety Board of Fire Commissioners Meeting was called to order by Board Chairperson Ben Hayman at 6:00 p.m. In attendance were Commissioners Camille Walls and John Herbert; Fire Chief Matt Morris, HR Manager Lindsey Arsanto, HR Specialist Kari Meyers, CFO Joe Monteil, Battalion Chief Dave Bille, Local 1747 Union President PJ Knowles, and District Secretary Jessica Steward. Commissioners Craig Hooper and Chris Bodlovic had prearranged absences.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Amendments to Agenda

- HR Specialist Kari Meyers gave a short informational presentation on LEOFF 1 Retiree Medical, with two recommendations to the Board.
 - Recommendation #1: Add LEOFF-1 retirees to the NWFFT retiree Delta Dental Plan (monthly cost per member \$51.58);
 - Recommendation #2: Add protection policy for the Maple Valley Board by implementing a maximum expenditure amount at which time reimbursement requests would be presented to the King County LEOFF-1 for approval recommendations. **This would only apply to exorbitant reimbursement requests, for example anything exceeding \$5,000 in cost.**

A MOTION was made by Commissioner Herbert and SECONDED by Commissioner Walls to approve Recommendation #1: Add LEOFF-1 retirees to the NWFFT retiree Delta Dental Plan (monthly cost per member \$51.58). (MOTION CARRIED 3-0)

The Board opted to table Recommendation #2 until further research into the King County LEOFF-1 Board is done. District Secretary Steward will email the LEOFF-1 Board's information to the Commissioners for review.

4. Approval of Minutes:

A MOTION was made by Commissioner Walls and SECONDED by Commissioner Herbert to approve the Regular Meeting Minutes of September 19, 2019. (MOTION CARRIED 3-0)

5. Financial Report

- CFO Monteil gave an informational presentation on the 2020 Budget. Specific line items were discussed including new positions being added, Recruit Academy costs, GEMT, and the cost allocation of specific positions. The cost allocation for the district will be further reviewed next year post budget season to make sure the partnership is fair and mutually beneficial. The RFA Capital Plan and Level of Service Mitigation Plan will be reviewed at the November meeting.

- CFO Monteil presented two invoices from VFIS for Commercial Auto and Portfolio insurance for review. These costs are budgeted, so the expenditures have already been approved.

A MOTION was made by Commissioner Hayman and SECONDED by Commissioner Walls to approve the two invoices from VFIS for Commercial Auto and Portfolio insurance in the amounts of \$8,186.00 and \$19,228.00. (MOTION CARRIED 3-0)

6. Correspondence

- The 9-17-2019 Employee Status report was reviewed.
- A receipt for \$111.85 for flowers purchased by District Secretary Steward for Chief Tim Lemon's Memorial was shared.
- A letter from the City of Maple Valley requesting that King County waive past due surface water fees was reviewed.

7. Meetings

- Chief Morris gave a recap of topics discussed at last night's RFA Board meeting, including two grants awarded to the RFA:
 - SAFER Grant to allow A70 to be upgraded to an engine to meet the demand for service in the valley.
 - AFG Grant to purchase a heavy rescue unit for the Zone that will be housed at Station 81. Commissioner Herbert would like to discuss the possibility of the district contributing to the cost. Once a final number is received the cost sharing will be discussed.
- The RFA received a Proclamation from the city of Maple Valley in support of Fire Prevention week.
- Two new engines were put in service this past weekend – E77 and E47.
- Preliminary budget presentation was given last night at the public hearing.

8. Public Comment

There was no public comment.

9. Business

- Resolution R-2019-007 Rules of Procedure for Board of Fire Commissioners
Per the request of the Board, and after consulting with attorney Eric Quinn, District Secretary Steward updated Resolution R-2019-004, section I under Commissioners

Compensation, to make any travel day eligible for day of service pay. The updated Resolution R-2019-007 will supersede R-2019-004.

A MOTION was made by Commissioner Walls and SECONDED by Commissioner Hayman to approve Resolution R-2019-007 Rules of Procedure for Board of Fire Commissioners. (MOTION CARRIED 3-0)

- The topic of per diem compensation for Commissioner travel was brought up. Currently itemized receipts need to be turned in for food expenses. CFO Monteil confirmed that we can move to per diem for reimbursement of food expenses for the Commissioners at the GSA standard rate for travel.

A MOTION was made by Commissioner Herbert and SECONDED by Commissioner Walls to approve per diem compensation for food expenses while traveling at the GSA standard rate for travel. (MOTION CARRIED 3-0)

- Updated Travel Request Form Approval – WFCFA 71st Annual Conference

A revised travel request form for the WFCFA 71st Annual Conference was presented to the Board for approval. The revision includes days of service pay for October 23rd (travel day).

A MOTION was made by Commissioner Hayman and SECONDED by Commissioner Herbert to approve the revised travel request form for the WFCFA 71st Annual Conference. (MOTION CARRIED 3-0)

- The GEMT Payment – this was discussed briefly in the budget presentation.

10. Events

- The PSRFA Annual Banquet was briefly discussed. Commissioner Hayman noted the event was very nice and well put together.

11. Vouchers

CFO Monteil presented vouchers for Quarter 4 and an adjustment for Quarter 2.

A MOTION was made by Commissioner Herbert and SECONDED by Commissioner Walls to approve the vouchers as presented. (MOTION CARRIED 3-0)

*At the request of Chairman Hayman, vouchers will be included in the agenda packet for future meetings.

12. Executive Session

No Executive Session was held.

13. Adjourn

Commissioner Hayman adjourned the meeting at 8:21 p.m.

Chairperson Ben Hayman

Commissioner Chris Bodlovic

Commissioner John Herbert

Commissioner Craig Hooper

Commissioner Camille Walls

Jessica Steward, District Secretary