



# 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 December 17, 2020

### 1. Call Meeting to Order

The Maple Valley Fire and Life Safety Board of Fire Commissioners Meeting was called to order by Board Chairperson Craig Hooper at 6:00 p.m. In attendance were Commissioners Ben Hayman, John Herbert, Camille Walls, and Chris Bodlovic; Deputy Chief Mark Jones, Budget & Accounting Manager Lavina Brennecke, Business Analyst Soniya Moon, Local 1747 Union President PJ Knowles, and District Secretary Jessica Steward.

### 2. Pledge of Allegiance

Due to the webinar format of the meeting, the Pledge of Allegiance was not recited.

### 3. Agenda Modifications

There were no modifications to the agenda.

### 4. Announcements, Proclamations, and Presentations

There were no announcements, proclamations, or presentations.

### 5. Public Comment

PJ Knowles shared that Toys for Joy has been very successful. Close to \$20,000 raised so far. The extra monies will be presented to the food banks in our service areas.

### 6. Consent Agenda

A MOTION was made by Commissioner Bodlovic and SECONDED by Commissioner Walls to approve the Consent Agenda. (MOTION CARRIED 5-0)

### 7. Report Outs

**PSRFA Status Update:** Three Battalion Chiefs and three Captain promotions have occurred. Holiday engines are up and running. Started a new comprehensive physical program using LifeScan, which is available to all PSRFA employees. ERP goes live for HR and Finance on January 1<sup>st</sup>, with the remainder (Fleet, Logistics) scheduled to go live in June.

**Financial Report:** Most of the tax collections and FBC have been collected for the RFA. Maple Valley has received 98% of collections.

**8. Correspondence**

The November billing email from Quinn and Quinn, P.S. was reviewed.

**9. Unfinished Business**

There was no unfinished business.

**10. New Business**

Health of the Organization Report

The RFA is moving toward the goal of becoming a data driven organization and providing stakeholders and managers with the ability to understand the “pulse” of the organization at any time. Business Analyst Soniya Moon has put together a Health of the Organization dashboard, which she shared with the Commissioners. This HOO report will replace the previous monthly incident report.

Approval of Resolution R-2020-003 Update to Rules of Procedure for the Board

At the November 19, 2020 Board of Commissioners meeting, the Board motioned and approved the new agenda format and addition of EMS Trauma Council meetings to the list of meetings eligible for day of service pay. Board Secretary Steward updated the Rules of Procedure for the Board document to reflect these changes.

A MOTION was made by Commissioner Herbert and SECONDED by Commissioner Hayman to approve the updates to the Rules of Procedure for the Board as presented. (MOTION CARRIED 5-0)

10-Year Fiscal Projections:

Chief Jones shared a preliminary spreadsheet of capital expense projections. The report will be made available in the first quarter of 2021 and will allow for more stable and accurate forecasting of future capital expenses.

**11. Executive Session**

There was no executive session.

**12. Good of the Order/Events**

There were no items for good of the order.

**13. Adjournment**

Commissioner Hooper adjourned the meeting at 7:17 p.m.

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Chairperson Craig Hooper

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Commissioner Chris Bodlovic

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Vice Chairperson Camille Walls

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Commissioner Ben Hayman

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Commissioner John Herbert

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Jessica Steward, District Secretary