



Maple Valley Fire and Life Safety

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

Document 19-002

Minutes of the Regular Meeting of the Board of Fire Commissioners, February 21, 2019.

Attending:

Commissioners Bodlovic, Hayman, Herbert, Hooper and Walls; Chief Tyerman, District Secretary Diss, HR Admin II Jessica Steward, Engineer/Local 1747 President PJ Knowles, Reserve Firefighter Phil Chase, Christopher Extine, and Chaplain Pat Ellis

Chairperson Hayman called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Amendments to Agenda: None.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 1/17/19.

Financial Report: The financial report will now be reviewed once a quarter going forward. Commissioner Hooper would like to see a monthly report. CFO Monteil is working on a report, and Chief Tyerman will talk with him about getting something monthly.

Correspondence: No Correspondence.

Meetings:

- PSRFA Status Update: Commissioner Bodlovic brought up the differences in the RFA meetings versus the District 43 meetings. A presentation was given at yesterday's meeting by Lead Nurse Adam Davis on the Health Commons Project.

Public Comment: PJ Knowles

Business:

- Public Safety Building with Maple Valley: Chief Tyerman reported that he met with City Manager Laura Philpot regarding the joint Public Safety Building. Chief Tyerman requested permission from the board to hire McKenzie Consulting Group to do a needs assessment. They will collaborate with Chief Rabel in the Planning Division to assess the City and District's needs. Cost would be \$20,000-\$25,000 for the consulting fee. **A MOTION was made, seconded and unanimously carried to authorize Chief Tyerman to enter into contract with**

McKenzie Consulting Group for the design of a public safety building, not to exceed \$25,000.

- Lawsuit Settlement: Chief Tyerman reported that the insurance company has settled the lawsuit on behalf of the District.
- Banquet Funds: Maple Valley Fire would like to continue the annual tradition of holding an awards banquet in coordination with PSRFA. Last year the district spent \$5,000; this year we are asking for \$4,000 to support the RFA banquet. Location, date and time to be determined. **A MOTION was made, seconded and unanimously carried to allocate \$4,000 for the annual awards banquet.**
- State of the Organization Presentation: Chief Tyerman gave a presentation on the current state of the PSRFA organization. Commissioner Bodlovic requested a list of information for the Board to have constant access to – budget, asset allocation, onboarding protocol, etc. Chief Tyerman suggested a OneDrive location. The Board will put a list together and email it to Jessica Steward. A discussion was had on how to obtain District 43 clothing.
- Chaplain Ellis Presentation: Chaplain Ellis presented an award on behalf of the Kent Police Department to the Maple Valley Fire Department for their support and contributions in honoring Officer Diego Moreno.
- Resolution R-2019-003 Declaration of Surplus Equipment: **A MOTION was made, seconded and unanimously passed to approve Resolution R-2019-003.**
- Resolution R-2019-004 Rules of Procedure for the Board of Fire Commissioners: **A MOTION was made, seconded and unanimously passed to approve Resolution R-2019-004.**
- Resolution R-2019-005 Appointment of District Secretary: **A MOTION was made, seconded and unanimously passed to approve Resolution R-2019-005.**
- Resolution R-2019-006 Agent of Record Appointment: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2019-006.**
- District Secretary Oath of Office: Chairperson Hayman administered the District Secretary Oath of Office to Jessica Steward.

Operations:

- Personnel: No report.
- Incident Report: PJ Knowles reported on an MVA and extraction. Chief Tyerman reported on E81 getting stuck in the recent snow.

Support Services:

- Fire Marshal's Office: No report.
- Public Education: The annual Fishing Derby is coming up in April. We are committed to attend Maple Valley days.
- Apparatus & Equipment: Three engines are currently in pre-configuration, we should have them mid to late summer.
- Facilities: No report.

Events: No report.

Public Comment: None

Vouchers: None. Chairperson Hayman requested the 4th quarter vouchers one week before next meeting.

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 7:35 p.m.**

Chairperson Ben Hayman

Commissioner Chris Bodlovic

Commissioner John Herbert

Commissioner Craig Hooper

Commissioner Camille Walls

Jessica Steward, District Secretary