



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 May 21, 2020

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 Craig Hooper at 6:05 p.m. In attendance were Commissioners Chris Bodlovic, Ben Hayman, and Camille Walls; Fire Chief Matt Morris, Deputy Chief Mark Jones, 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. Amendments to Agenda

There were no amendments to the agenda.

4. Approval of Minutes:

A MOTION was made by Commissioner Walls and SECONDED by Commissioner Hooper to approve the Regular Meeting Minutes of February 20, 2020 and the Special Meeting Minutes of the Audit Exit Interview on March 17, 2020. (MOTION CARRIED 4-0)

5. Financial Report

Currently at about 50% in property tax collections due to the property tax extension deadline and the County's ability to process incoming checks. The County expects a 98% collection rate by beginning of July. The city of Maple Valley is not anticipating a loss of property tax revenue.

*Commissioner John Herbert joined the meeting at 6:23 p.m.

6. Correspondence

Chief Morris shared about the passing of former Maple Valley Chief Frank Manil.

7. Meetings

PSRFA Status Update

- Hired and filled Budget Manager (Lavina Brennecke) and Payroll and Compliance Analyst (Chivon Jackson) positions.
- ERP is on schedule and in budget.

- Two new Maple Valley engines are in service; the third will be soon.
- CARES Nurse Cheryl Bryan was recognized as a Neighborhood Hero by the Seahawks and won season tickets.
- Four UV lightboxes were purchased from UW, which will extend the life of PPE by 5-6x.
- The KCFCFA has been working to maintain consistency in COVID messaging across the county.
- Covington COVID testing site is seeing a downturn in the amount of people needing to be tested in the first responder community, so it will be shut down. No PSRFA employees have contracted COVID due to work exposure.
- Anticipating lower collection rate in property taxes. Waiting to see what the final collection will be in the first part of July. Identified 5% in budget savings and cuts. Discussed options beyond the 5%.
- Moved some day shift positions into Operations. The Local has been fully supportive of these changes.
- Developed a return to work policy, based on the Governor's four-phase plan. Support staff will continue to telecommute at least through the summer.
- Stood up an internal task force to make sure we are capturing all grant opportunities. RFA's are not in line to receive CARES act funding - bringing that to the attention of elected officials.
- Payroll Update
 - Received legal opinion on how payroll should be structured.
 - Discussed the payroll audit – it has been temporarily tabled due to COVID.
- Discussed District #40 future services.
- Discussed the City of Tukwila's third-party billing service and how it relates to the ILA.

8. Public Comment

There was no public comment.

9. Business

The Organizational Update information from Chief Morris was covered in the above item #7 Meetings.

10. Events

None.

11. Vouchers

The blanket vouchers were reviewed. Physical signatures will be obtained at the next opportunity to meet in person.

A MOTION was made by Commissioner Walls and SECONDED by Commissioner Bodlovic to approve the blanket vouchers as presented in the agenda packet.
(MOTION CARRIED 5-0)

12. Executive Session

No Executive Session was held.

13. Adjourn

Commissioner Hooper adjourned the meeting at 6:45 p.m.

Chairperson Craig Hooper

Commissioner Chris Bodlovic

Vice Chairperson Camille Walls

Commissioner Ben Hayman

Commissioner John Herbert

Jessica Steward, District Secretary