



Maple Valley Fire and Life Safety

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

Document 11-024

Minutes of the Regular Meeting of the Board of Fire Commissioners, September 1, 2011

Attending: Commissioners McGee, Rydberg, Scott and Walls; Chief Doerflinger; Deputy Chief Cowan; Interim Office Manager deLeon; Battalion Chief Bille, Firefighters Erickson and Fox.

Excused absence: Commissioner VanRuff

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

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Minutes, of the Regular Board of Fire Commissioners Meeting of 8/18/2011.

Financial Report:

The following reports were reviewed for information:

- Expense Report – ½ September
- King County Investment Pool – July

Correspondence:

Civil Service Conference by Foster Pepper Shefelman: Chief Doerflinger provided this information to the Board Members.

Letter of Appreciation: Chief Doerflinger read the letter of appreciation commending Firefighters Erickson and Hammock for their professional “world class” performance on a recent incident.

2011 Commissioner Conference- Spokane: Chief Doerflinger inquired as to whether the Board Members were interested in attending. Following discussion, it was decided that Chief Doerflinger may attend this conference in October.

Meetings: none

Public Comment: none

Business:

- Commissioner Performance Review: Chief Doerflinger reminded the Board that the evaluations must be completed by September 8th.
- Washington Coalition for Open Government 9/23/11: Commissioner Rydberg stated that she had received information regarding this upcoming one day conference in Seattle and was interested in attending. Following discussion regarding the responsibility of public records and the curriculum of the conference, it was decided that Commissioner Rydberg would attend this conference.
- Commissioner Election (PDC): Commissioner Rydberg stated that she had been in contact with the Public Disclosure Commission to clarify whether there had been a PDC violation during the pamphlet distribution at the Maple Valley Fire Open House. Commissioner Rydberg was assured by Jennifer Hansen, at the PDC, that this fell within her first amendment rights and there had not been any violation. Commissioner Rydberg further stated that she was happy that the concern was brought to her attention, which allowed her to handle it quickly and avoid any issues.
- Chief Evaluation: Chief Doerflinger distributed an example Chief Evaluation for the Boards review. Following discussion of the scope of this evaluation, it was determined that the district is on schedule to conduct another employee survey the end of 2012, which is 3 years from the last one completed. The commissioners will review the evaluation form and provide input. The Chief will add a paragraph of intent.

Commissioner Scott excused himself for a ten minute break.

Personnel:

Career/Volunteer Staff: Deputy Chief Cowan reported that all firefighters are back on regular duty.

Operations:

Major Emergency Incident Report: Deputy Chief Cowan reported that there was a CPR today at the gun range.

Training: Deputy Chief Cowan reported that blue card training, MCI and suppression drills are ongoing and the intruder drill is scheduled for September 28th at 7:00 am.

Support Services:

Fire Marshal: Deputy Chief Cowan reported that there are vacant apartments in Maple Valley that are being occupied by squatters. The crews are familiar with the location and situation.

Fred Meyer continues to work on the water retention but is being held up by TRM's construction. Commissioner McGee inquired about retention pond codes.

Public Education: Deputy Chief Cowan reported that the emergency preparedness fair will be held October 8th. Firefighter Fox reported that almost \$5,800 was raised for the MDA at the annual four corners collection, which put combined yearly fundraising for the MDA at \$50,000 cumulative total.

Apparatus & Equipment: Deputy Chief Cowan reported that the bid opening will be on September 22nd at 2:00 – Headquarters Station.

Events:

8/20/11 Maple Valley Fire & Life Safety Open House: Chief Doerflinger reported that this event was a success; although the number of attendees was down from the previous year. The department will be looking into changing the date and advertising more next year.

Commissioner Scott returned to the meeting.

Rotary Club Gala Dinner (not on agenda): The Board of Commissioners discussed the possibility of purchasing a table for this event. Firefighter Fox asked that this information be forwarded to the Union; as they may have interest as well.

Public Comment: None

Vouchers: Reviewed & Approved #09001 through #009022 for \$45,671.07 (General Fund)
Reviewed & Approved #09023 through #09025 for \$8,078.74 (Capital Fund)
Reviewed & Approved #09026 through #09039 for \$5,225.93 (General Fund)
Payroll for \$152,253.74
Payroll Taxes for \$32,220.76
Deferred Compensation for \$6,873.50
Retirement for \$27,678.97

With no further regular business before the Board, the meeting was adjourned to Executive Session at 7:15 p.m. for approximately 15 minutes.

RCW42.30.140 (4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement;

The Executive Session ended at 7:24 p.m. and the regular meeting was resumed.

With no further business before the Board, the meeting was adjourned at 7:25 p.m.

Chairperson Camille Walls

Commissioner Jennifer Rydberg

Commissioner Brian McGee

Commissioner William VanRuff

Commissioner Mike Scott

Brad Doerflinger, District Secretary

Minutes Prepared by Michele de Leon