



Maple Valley Fire and Life Safety

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

Document 12-015

Minutes of the Regular Meeting of the Board of Fire Commissioners, June 7, 2012

Attending: Commissioners McGee, VanRuff and Walls; Chief Doerflinger; Deputy Chief Cowan; Office Manager deLeon, Battalion Chief David O'Brien; Lieutenant John Madden; Firefighters Ken Goll, Mark Coffin & Jenny Jones; David Fields.

Excused Absence: Commissioners DeBay and Scott

Chairperson VanRuff called the meeting to order at 6:00 pm.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Minutes of the Regular Board of Fire Commissioners Meeting of 5/17/2012.

Amendments to the agenda:

Financial Report:

The following report was reviewed for information:

- Expense Report – ½ June 2012

Correspondence:

- Thank You – Firefighters Hammock, Seery & Plett: Chief Doerflinger read the Thank You Card for Firefighters Hammock, Seery & Plett for providing excellent service.

Meetings:

- King County Fire Chiefs Audit 5/21/12: Office Manager de Leon reported that she worked with Scott Faires from Eastside Fire & Rescue to conduct a yearly financial audit of the King County Fire Chiefs Organization. Chief Doerflinger thanked Michele for volunteering to assist the King County Fire Chiefs in their yearly audit.
- Washington Fire Chiefs Conference 5/23-5/25/12: Chief Doerflinger reported that he and Deputy Chief Cowan attended this conference and obtained some good information regarding liabilities and will be reviewing current policies as well as providing this information to the crews.

- KCEMS BLS Subcommittee Update: Chief Doerflinger reported that the next meeting has been cancelled because the task force is moving forward with the majority of current programs and will be asking for more than .30 cents per \$1,000 for the 2014 regional EMS Levy. BLS agencies will be funded under the current model.

Public Comment: David Fields

Business:

- Budget Amendment: Chief Doerflinger reviewed the budget amendment with the Board of Fire Commissioners; noting that the total increase is an addition of \$238,000 to the current budget. Chief Doerflinger also reviewed the Levy Limit Worksheet in detail for the Board.
- Online First Aid/CPR/CERT Registration & Payment: Chief Doerflinger reported that Administrative Assistant Knight set up a Paypal Account and linked it on the website for online registration and payment for First Aid/CPR and CERT.
- Resolution R-2012-009 Declaration of Surplus Equipment: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2012-009 Declaration of Surplus Equipment.**
- CBA Signing: Chief Doerflinger obtained Board Signatures on the CBA approved at the 5/17/12 Board Meeting.
- Janine Johnson's Retirement: Chief Doerflinger reported that Public Educator Johnson is retiring effective July 31st, 2012. Furthermore, a meeting will be scheduled to determine the duties that will need to be re-assigned to staff; as the position will not be immediately filled. CERT Captain Kathy Wooley will be taking over the administration of the CERT Program but may need a cell phone from the District.
- Adoption of Electronic Communications Policy AG 43-1109: Following discussion, it was determined that this policy would be reviewed by Legal Counsel before adopting.

Personnel:

Career/Volunteer Staff:

- Deputy Chief Cowan reported that there have been a lot of injuries recently. Currently we have three firefighters off duty, one firefighter is expected to return to work in approximately 1 week, the other firefighter may be off work longer, and the third will return around the end of the year.

Operations:

- Deputy Chief Cowan reported there have been 111 calls since last meeting, which is up approximately 6% from last year this time. There were two fires and one airlift; one fully involved garage fire in District 47 and an attic fire caused by lightning and an airlift of a 7 year old due to a fall. Mutual Aid was given 55 times and received 28 times since the beginning of the year.

Training:

- Deputy Chief Cowan reported that Special Ops Training is ongoing.
- USAR Involvement: Lieutenant Lewis has expressed interest in becoming involved in the USAR Team; which is Urban Search and Rescue.

Support Services:

- Apparatus: Deputy Chief Cowan showed the Board a used rescue vehicle that he is interested in purchasing. Deputy Chief Cowan asked for and received concurrence from the Board to proceed in negotiating the purchase up to \$30,000. Deputy Chief Cowan will be meeting with Medic 1 in about two weeks to finalize the Aid Car Purchasing Plan.
- Public Education: Nothing to report.
- Impact Fee: Deputy Chief Cowan reported that dates have been scheduled and the program should be adopted at the City Council Meeting near the end of July.
- Facilities: Chief Doerflinger reported that the pump house at Station 82 has been converted to a storage facility for archives. As Station 86 is not included in the long range plan, moving archives is one of the first steps in preparing Station 86 for sale.

Events:

- Maple Valley Days 6/8/12: Deputy Chief Cowan informed the Board that a crew of Volunteers will staff Maple Valley Days on Friday, Saturday and Sunday will be staffed with both Volunteers and Career Staff. The new Sutphen and an Aid Car will be in the parade. The District will receive some compensation from the City for costs incurred to staff Maple Valley Days. Office Manager de Leon and Administrative Assistant Fine will be judges at the parade.

Public Comment: None

A MOTION was made, seconded and unanimously carried to approve vouchers #06001 through #06058 for \$94,505.14; #06059 for \$1,180.74; 5/30 Payroll for \$254,975.32; 5/30 Retirement for \$30,188.22; 5/30 Deferred Comp for \$7,148.50; 5/30 Taxes for \$67,782.40; 6/15 Payroll for \$191,892.34;

Executive Session: RCW 42.30.140(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.

With no further regular business before the Board, the meeting was adjourned to Executive Session per RCW 42.30-140(4)(a) at 7:10 pm for approximately 10 minutes.

Executive Session was adjourned at 7:20 pm and the regular meeting resumed.

A MOTION was made, seconded and unanimously carried to close the meeting at 7:20 pm.

Chairperson William VanRuff

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Camille Walls

Commissioner Brian McGee

Michele de Leon, District Secretary