



Maple Valley Fire and Life Safety

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

Document 12-022

Minutes of the Regular Meeting of the Board of Fire Commissioners, August 16, 2012

Attending: Commissioners DeBay, McGee, VanRuff and Walls; Fire Chief Doerflinger; Deputy Fire Chief Cowan; Office Manager de Leon; Firefighters Fox, Knowles and Morrow, Volunteer Firefighter Aaron Moulton, Janine Johnson & Family, David Fields.

Excused Absence: Commissioner Scott

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

Amendments to the Agenda: Add to Business: Re-zoning within the City of Maple Valley and a presentation to Volunteer Firefighter Aaron Moulton.

Presentation to Janine Johnson: Chief Doerflinger presented Janine with an award for her dedicated service to Maple Valley Fire & Life Safety and commended her for developing a regionally recognized CERT Program.

Presentation to Volunteer Firefighter Aaron Moulton: Chief Doerflinger presented Volunteer Firefighter Moulton with a Badge and at the recommendation of staff, promoted him to a Combat Certified Volunteer Firefighter.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Minutes of the Regular Board of Fire Commissioners Meeting of 8/2/2012.

Financial Report:

The following reports were reviewed for information:

- Expense Report – August 2012
- King County Investment Pool – June 2012
- Transport Billing – July 2012
- Bond Issue—Chief Doerflinger reported that he, Deputy Chief Cowan and Office Manager de Leon met with Jim Blumenthal on August 15th to do the practice rating call but did not proceed; as it may be in the best interest of the District to consider other options for the next issuance. Chief Doerflinger asked that a finance committee meeting be scheduled the week of August 20th to review the bond issue with Jim Blumenthal.

- Cash Balance

Correspondence:

- **WFCA – Membership Renewal:** Chief Doerflinger reported the amount for our 2013 Membership. Office Manager de Leon reported that a check had already been requested but will be cancelled and re-issued in 2013.
- **Thank You – National Night Out:** Chief Doerflinger received a thank you for the department participation.

Meetings:

- **LMC 8/16/2012:** Chief Doerflinger reported that 14 agenda items were reviewed today in LMC.
- **Moody's rating call:** Reviewed under Bond Issue earlier in the meeting.
- **Station 81 Meeting:** Deputy Chief Cowan reported that he met with engineers and architects to resolve the HVAC issues at Station 81 and is continuing to work on closing out the project.

Public Comment:

Philip Knowles

Business:

- **Resolution R-2012-012 Authorizing the Payment of Ambulance Transport Bills From Tax Revenue: A MOTION was made, seconded and unanimously carried to approve the Resolution R-2012-012 Authorizing the Payment of Ambulance Transport Bills from Tax Revenue.**
- **Resolution R-2012-013 Small Works Roster Procedures: A MOTION was made, seconded and unanimously carried to approve the Resolution R-2012-013 Small Works Roster Procedures.**
- **Resolution R-2012-014 Declaration of Surplus Equipment: A MOTION was made, seconded and unanimously carried to approve the Resolution R-2012-014 Declaration of Surplus Equipment.**
- **AG 43-1111 Overtime Callback Procedure:** Deputy Chief Cowan distributed copies of the updated Policy, which is now in the two week review period.
- **State and DNR Mobilizations:** Deputy Chief Cowan reported that we are considering participation in the State Mobilization Plan; as we chose to not participate due to Labor and Industries coverage and portal to portal reimbursement during activation. Deputy Chief Cowan asked for and received concurrence from the Board to develop the

program at zero cost to the district. More information will be forthcoming at the next Board Meeting.

- ILA with the City of MV – Impact Fees: Chief Doerflinger reported the Mayor has signed the ILA and the Fire Marshal has billed 7 residential homes.
- ILA with DDES – Inspections: Chief Doerflinger reported that we have received the ILA with DDES from Dow Constatine’s Office and will be starting on inspections. It may be necessary for Fire Marshal Webster to hire a part-time contractual labor person to assist with this program. The personnel cost would be offset by inspection fees.
- Rezoning within the City of Maple Valley (not on agenda): Chief Doerflinger reported that there may be possible re-zoning within the City of Maple Valley to allow service commercial areas. Chief Doerflinger has been receiving emails and phone calls regarding this and the impact it may have to the Fire Department. Chief Doerflinger has been invited to speak at a community outreach on Thursday 8/23 and provide information. The Board of Fire Commissioners supports Chief’s presence at this meeting.

Personnel

Career/Volunteer Staff:

- One on Light Duty/ Two on LTD/ One on DL & I:

Operations:

Training

- Deputy Chief Cowan distributed a Training Review from Captain Whitmore and highlighted some current training events. The Board thanked Captain Whitmore for this information.
- Deputy Chief Cowan reported that Captain Whitmore is incorporating requirements outlined in WAC 296-305 into training procedures to ensure compliance.

Incidents

- Deputy Chief Cowan reported that there have been 115 incidents since last meeting, which is 5.2% higher from last year this time. 57% of those calls were EMS. Mutual Aid was received 21 times this year and given 80 times this year.

Operations

- Deputy Chief Cowan reported that there has been a red flag warning for western Washington because of the fire danger. Zone 3 has proactively assembled a strike team to mitigate emerging incidents in the King County area.

Support Services:

Fire Marshal –Impact Fees

- Deputy Chief Cowan reported that the Fire Marshal's Office has billed over \$10,000 in impact fees.

Apparatus and Equipment

- Deputy Chief Cowan reported that Rescue 80 is almost finished being painted and modifications are complete.
- Deputy Chief Cowan reported that the committee will be meeting again with Medic One and Renton Fire Department next Thursday regarding Aid Car Specifications.
- Deputy Chief Cowan reported that the tender is on track for delivery at the end of September.

Facilities

- HVAC already discussed earlier in the meeting.

Events:

- Open House – 9/15/2012 (1100hrs – 1400hrs)
- 5K Fundraiser for Breast Cancer September 9th
- Farmers Market September 25th
- Dwight VanZanen Memorial Golf Tournament September 17

Public Comment:

A MOTION was made, seconded and unanimously carried to approve vouchers #08058 through #08087 for \$27,442.91 (#08087 will be cancelled); Review & Approve #08088 through #08090 for \$3,577.31; Payroll for \$167,765.01; Retirement for \$30,990.89; Deferred Comp for \$7,898.50; Taxes for \$37,189.18.

With no further regular business before the Board, the meeting was adjourned to Executive Session at 7:10 p.m. for approximately 15 minutes.

Executive Session: RCW 42.30.110(1)(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

The Executive Session concluded at 7:25 p.m. and the regular meeting was resumed.

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

A MOTION was made, seconded and unanimously carried to close the meeting at 7:25 pm.

Chairperson William VanRuff

Commissioner Mike Scott

Commissioner Gabriel DeBay

Commissioner Camille Walls

Commissioner Brian McGee

Michele de Leon, District Secretary