



Maple Valley Fire and Life Safety

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

Document 13-005

Minutes of the Regular Meeting of the Board of Fire Commissioners, February 7, 2013

Attending: Commissioners DeBay, McGee, Scott, Walls and VanRuff; Fire Chief Doerflinger; Battalion Chief O'Brien; District Secretary Michele de Leon; Lieutenant Madden; Firefighters Butler, Downs, Johnson and Jones; Volunteer Firefighter Merlino.

Excused Absence: Deputy Chief Cowan

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

Amendments to the Agenda: Added King County Fire Commissioners Meeting

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 1/17/2013.

Financial Report:

The following reports were reviewed for information:

- Expense Report – ½ February 2013: Chief Doerflinger noted that Facilities Professional Services was over budget due to a 2012 invoice being paid in 2013. The District will be going out to bid for landscaping services in Spring 2013.
- 2012 Annual Auditor Report:
- 2013 Pro-rationing of District Levy: Chief Doerflinger informed the Board that we will not be pro-rationed in 2013 and have 5.8 cents capacity remaining.

Correspondence:

- LERA Conference April 18-19, 2013: Following discussion, it was determined that Chief Doerflinger, Battalion Chief O'Brien, Commissioners DeBay, VanRuff and Scott would attend this conference.
- Thank You – Maple Valley Youth Symphony Orchestra:
- Snure Seminars: Commissioners DeBay and Walls confirmed interest in attending the WFCA Saturday Seminar in Chelan – June 1st.
- Northwest Burn Foundation 27th Annual Gala:
- VCC – Elected Officials Invitation:
- VCC – 911 Citizens Academy:

Meetings:

- Hicks Rayburn Memorial 1/18/13: Chief Doerflinger, Deputy Chief Cowan, Commissioner VanRuff, Firefighter Ken Goll and on-duty crews attended the memorial and received a Thank You Card from Councilmember Sean P. Kelly.
- Zone 3 Ops 1/22/13: Deputy Chief Cowan attended this meeting and the main focus at this time is developing the Regional Radio Template and Battalion Chief Move-Up run card.
- King County Zone 3 Chiefs Meeting 1/24/13: Chief Doerflinger attended this meeting and reported that King County EMS continues to monitor Kirkland Fire Department's stance on the EMS Levy. Cities need to pass and file their resolutions supporting a regional EMS system, before King County Council can pass a resolution placing this Levy on the ballot. They will need the City Resolutions by early Spring 2013.
- Regional Dispatch Meeting 1/28/13: Deputy Chief Cowan attended this meeting.
- King County Fire Commissioners Meeting 2/6/13 (added to agenda): Commissioner Walls attended this meeting and reported that the banquet is scheduled for the third Wednesday of January 2014, NAEFO is still planning their conference in Las Vegas, the next quarterly meeting will be held March 20th in Woodinville and the following meeting is scheduled for May 15th at District 40.

Public Comment:

- None

Business:

- Chair and Vice Chair Appointment: **A MOTION was made, seconded and unanimously approved Appointing Mike Scott as Chairperson and Gabe DeBay as Vice-Chairperson for 2013.**
- Resolution R-2013-002 Declaration of Surplus Equipment: **A MOTION was made, seconded and unanimously passed approving Resolution R-2013-002.**
- Resolution R-2013-003 Transport Billing Paid by Tax Revenue: **A MOTION was made, seconded and unanimously passed approving Resolution R-2013-003.**
- Resolution R-2013-004 Rescinding Declaration of Surplus Equipment: **A MOTION was made, seconded and unanimously passed approving Resolution R-2013-004.**
- SOG 43-5000 Asset Inventory Tracking & Management: Office Manager de Leon reported that due to a new requirement by the State Auditor's Office, the District is required to determine and document a Capital Asset Threshold. This policy was

updated with the threshold and is now entered into the two week review period.

- **Maintenance and Operations Levy:** Chief Doerflinger distributed a copy of the press release regarding the pending levy measure. At the next Board Meeting on February 21st, the Board will consider a resolution placing this measure on the ballot, along with participating in the voter's pamphlet.
- **Washington State Rating Bureau:** Chief Doerflinger reported that the Rating Bureau has accepted the District's implementation plan to have the volunteer stations re-certified this summer. The final reclassification change to an ISO rating of 3 in the City of Maple Valley and a 4 in the District will be withheld until after the plan is executed.

Personnel

Career/Volunteer Staff

- Battalion Chief O'Brien reported that currently all firefighters are back on full duty and there are no injuries at this time.

Operations:

Training

- Battalion Chief O'Brien reported that the SCBA Training will be complete next week and the process of fitting the firefighters for new bunker gear is underway. Chief Doerflinger reported that there are 7 Volunteer Firefighters at the Buckley Academy.

Incidents

- Battalion Chief O'Brien reported that there were more calls in the month of January than last year the same time.

Support Services

Fire Marshal's Office

- Nothing to report.

Public Education

- Nothing to report.

Apparatus & Equipment

- Chief Doerflinger reported that the Aid Cars will be ordered on the 14th and the Rescue Vehicle is almost ready to place in service. The tender should be delivered in about two weeks.

Facilities

- Chief Doerflinger reported that he signed closing documents for the sale of Station 86 on 2/6/13 and proceeds should be wired either on Friday 2/8 or Monday 2/11.

- Chief Doerflinger reported that he spoke with Mike Maryanski regarding the property at Summit Place (Donut Hole) and was informed that the process has slowed significantly. Mr. Maryanski will be in contact with Chief Doerflinger as the process continues.

Events:

- Department Banquet 3/2/13:

Public Comment:

- None

A MOTION was made, seconded and unanimously carried to approve vouchers #02001 through #02059 for \$107,673.89; #02060 through #02068 for \$50,140.33; #02069 through #02083 for \$4,080.17; Payroll for \$159,466.82; Payroll Taxes for \$32,379.92; Retirement for \$28,652.82; Deferred Comp for \$7,490.00.

With no further regular business before the Board, the meeting was adjourned to Executive Session at 6:40 p.m. for approximately 10 minutes.

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 labor agreement.

The Executive Session ended at 6:50 p.m. and the regular meeting was resumed.

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 6:51 pm.**

Chairperson Mike Scott

Commissioner Gabriel DeBay

Commissioner William VanRuff

Commissioner Camille Walls

Commissioner Brian McGee

Michele de Leon, District Secretary