



## Maple Valley Fire and Life Safety

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

### Document 13-032

### Minutes of the Regular Meeting of the Board of Fire Commissioners, December 5, 2013

Attending: Commissioners DeBay, McGee, Scott, VanRuff and Walls; Chief Doerflinger; Deputy Chief O'Brien; Battalion Chief DiDonato, Firefighters Butler, Downs and Jones; Office Manager deLeon; Member of the Public.

Chairman Scott called the meeting to order at 6:00 pm.

Amendments to Agenda: Commissioner DeBay asked to add Veterans Preference Points under Business.

### Minutes:

**A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 11/21/2013.**

### Financial Report:

The following reports were reviewed for information:

- December Expense Summary

### Correspondence:

- Thank You Letter from Evergreen Mountain Bike Alliance: Chief Doerflinger stated that a Thank You Letter was received for the Conference Room Use.
- David Fields: Chief Doerflinger reported that he spoke with David Fields and informed the Board that he is doing well and will be returning to the meetings in the near future.

### Meetings:

- Long Range Planning Meeting 11/22/13: Chief Doerflinger reported that the committee reviewed and updated the Capital Purchase Plan and was able to extend the bond funds through 2017. The Committee will meet again on January 2<sup>nd</sup> at 4:00 – Station 81 to review the Administration Section of the Long Range Plan, which includes Administration Succession Planning. Commissioner DeBay remarked on the excellent job of extending the purchasing list through responsible fiscal management. There was further discussion amongst the Board Members about ordering signs to be placed at outlying stations and the Training House (future Station 87).

- Negotiations 11/26/13: Chief Doerflinger reported that the negotiating team will meet again on December 12 at 8:00 am prior to Mediation at 10:00 am.
- Valley Comm Ops Board 12/5/13: Chief Doerflinger reported that the main topic of discussion was the CAD System.

**Public Comment:**

- None

**Business:**

- Capital Purchase Plan: Chief Doerflinger reviewed the changes made to the Capital Purchase Plan. **A MOTION was made, seconded and unanimously carried to approve the Capital Purchase Plan.**
- Valley Communications Contract: **A MOTION was made, seconded and unanimously carried to approve the Valley Communications Contract.**
- 2012 Audit: Chief Doerflinger reported that the State Auditor's Office has finished field work for the 2012 Audit and Office Manager de Leon will be scheduling an Exit Interview.
- DRS Limited Scope Audit: Chief Doerflinger reported that DRS has been obtaining payroll and hiring records regarding Larry Rude's employment to ensure his position was correctly reported to the retirement systems.
- Resolution R-2013-019 Declaration of Surplus Equipment: **A MOTION was made to approve Resolution R-2013-019 Declaration of Surplus Equipment, motion amended to approve Resolution R-2013-019 and donate the surplus radios to the Police and Fire Explorers, motioned seconded and unanimously carried.**
- Veterans Preference Points (added to agenda): Commissioner DeBay reported that he discovered during recent research that 5% Veterans Points should be added for promotional candidates following a deployment period, per RCW 41.04.010. The district policy should be reviewed and amended to reflect this requirement.

**Personnel:**

**Career/Volunteer Staff**

- Deputy Chief O'Brien reported that there is 1 Firefighter on Long Term Disability and 1 Firefighter on Labor and Industries Injury Leave. Currently, there are 19 active volunteers, 4 new volunteers that are in a bridge academy and 6 new volunteers that will attend the Buckley Academy in January.

## Operations

- Training: Deputy Chief O'Brien reported that the medical physicals will be completed by the end of December.
- Incident Report: Deputy Chief O'Brien briefed the Board regarding a recent house fire in Timberlane.

## Support Services

- Fire Marshal's Office: nothing to report.
- Public Education: nothing to report.
- Apparatus & Equipment: Deputy Chief O'Brien reported that we are anticipating a decision Monday, December 9<sup>th</sup> from Pierce County Fire on purchasing the two surplus engines. The district is in communication with the Medics and Braun Northwest regarding the two new aid cars regarding possible issues.
- Facilities: nothing to report.

## Events:

### Public Comment:

- Jenny Jones

Office Manager de Leon reported that the vouchers done administratively for pay on 11/27 were not available to review at this meeting. They will be presented for review at the meeting 12/19.

**A MOTION was made, seconded and unanimously carried to Approve #12001 through #12060 for \$31,145.31; #12061 through #12068 for \$43,201.32; Payroll for \$150,756.04, Retirement for \$35,779.10 and Payroll Taxes for \$31,881.84.**

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 6:45 pm.**

---

Chairperson Mike Scott

---

Commissioner Gabriel DeBay

---

Commissioner William VanRuff

---

Commissioner Camille Walls

---

Commissioner Brian McGee

---

Michele de Leon, District Secretary