



Maple Valley Fire and Life Safety

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

Document 16-022

Minutes of the Special Meeting of the Board of Fire Commissioners, December 14, 2016

Attending, Chairperson Walls, Commissioners Bodlovic, Herbert and VanRuff; Chief Doerflinger; Deputy Chief DiDonato; Commissioner Candidates Ben Hayman and Erik Sweet; Office Manager de Leon; Battalion Chief Handley; Lieutenant Lercher; Firefighters Knowles, Page and McCormick; Aaron Tyerman; Sue VanRuff.

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

Pledge of Allegiance

The Board of Commissioners began Commissioner Position # 4 interviews. The interviews concluded at 5:50 pm and the meeting adjourned to Executive Session for approximately 10 minutes.

***Executive Session: RCW 42.30.110(1)(h)** To evaluate the qualifications of a candidate for appointment to elective office. However, any interview of such candidate and final action appointing a candidate to elective office shall be in a meeting open to the public.*

Executive Session ended at 6:00 pm and the Regular Meeting resumed.

Commissioner Appointment: A MOTION was made, seconded and unanimously carried to appoint Ben Hayman to Commissioner Position #4 effective January 5, 2017.

Amendments to Agenda: Chief Doerflinger asked to add his Personal Services Contract under business.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Special Meeting Minutes of 11/22/16.

Financial Report:

The following reports were reviewed for information:

- December Budget Summary
- Overtime Report
- November Revenue Summary

- November Cash Balance & Reconciliation
- Impact Fee Summary

Correspondence: None

Meetings:

- 12/6 & 12/9/16 Contract Negotiations: Chief Doerflinger reported that the Contract Negotiations committee has made progress and is working hard to wrap up by year end.
- 12/13/16 DRS Audit: Chief Doerflinger reported that he, Office Manager de Leon and Commissioner Herbert met with the DRS Audit Team. The audit is expected to take approximately 3 days.

Public Comment:

Sue VanRuff, 23614 230TH PL SE, Maple Valley

Chief Doerflinger delivered a heartfelt thanks to Commissioner VanRuff for his service. Chairperson Walls presented a plaque on behalf of the District.

Business:

- Commissioner Appointment: This item was addressed earlier in the meeting.
- Personal Services Contract – Scott Webster: Chief Doerflinger asked to discuss the Personal Services Contracts and Personnel Wages until after Executive Session.
- Personal Services Contract – Aaron Tyerman: Tabled until after Executive Session.
- Personal services contract – Brad Doerflinger: Tabled until after Executive Session.
- 2017 Personnel Wages: Tabled until after Executive Session.
- Chief Transition: Chief Doerflinger reported that during the Entrance Conference with DRS, it was determined that he cannot return to work as a consultant. Following discussion it was determined that Chief Doerflinger will extend his contract through the end of February.
- Commissioner IPADs: Discussion took place regarding the age and efficiency of the Commissioner IPADs. The Board of Commissioners concurred that the IPADs should be replaced.

Personnel:

Career/Volunteer Staff

- Fire Chief Hiring Costs: Deputy Chief DiDonato reported that the total cost for the Chief Hiring Process was \$34,404.32 including personnel overtime.
- L & I Report: Deputy Chief DiDonato reported that 2 employees are currently on light duty and one will have surgery in January.

Operations:

- Incident Report: Battalion Chief Handley reported on a residential fire in Cherokee Bay.

Support Services

Fire Marshal's Office

- Nothing to report.

Public Education

- Nothing to report.

Information and Technology:

- IT Manager Steve Fevold reported on his current work status, firewall security, new antivirus software and management software for reporting. In addition, 7 ESO tablets have been configured for the Super User Training.

Apparatus & Equipment

- Due to weather conditions, 2 Christmas Engines but didn't go out on December 9th. Engine 83 is having mechanical problems that Facilities Manager Backer is working to address.

Facilities

- Nothing to report.

Events: Jerry Woods Holiday Engine: Deputy Chief DiDonato will email the results of the Jerry Woods Holiday Engine food and money collection.

Public Comment:

PJ Knowles, 25607 SE 192nd Street, Maple Valley

Vouchers: A MOTION was made, seconded and unanimously carried to approve #12001 through #12055 for \$121,898.24; #12056 for \$619.07; #12057 through #12079 for \$3,929.99; #12080 through #12083 for \$6,240.75; Payroll for \$172,942.53; Retirement for \$44,809.08; Taxes for \$37,341.66.

The Regular Meeting adjourned to Executive Session at 6:45 for approximately 15 minutes.

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; or (b) that portion of a meeting during which the governing body is planning or adopting a strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.*

At 7:00 pm, Executive Session was extended 15 minutes. Executive session ended at 7:15 pm and the Regular Meeting resumed.

Personal Services Contract – Brad Doerflinger: **A MOTION was made, seconded and unanimously carried to approve the Personal Services Contract for Brad Doerflinger through February 28, 2017.**

2017 Personnel Wages: **A MOTION was made, seconded and unanimously carried to approve the non-represented wages and Fire Marshal Personal Services Contract, the MOTION was amended to list wages, seconded and unanimously carried.**

- **Deputy Chief – 1.8%**
- **Fire Marshal – 5.44%**
- **Facilities & Apparatus Manager – 5.44%**
- **Office Manager – 5.44%**
- **Administrative Assistant I – 5.44%**
- **Administrative Assistant II – 5.44%**

Personal Services Contract – Aaron Tyerman: **A MOTION was made, seconded and unanimously carried to approve the Personal Services Contract for Aaron Tyerman as presented.**

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 7:18 pm.**

Chairperson Camille Walls

Commissioner Ben Hayman

Commissioner Chris Bodlovic

Commissioner John Herbert

Michele de Leon, District Secretary