



Maple Valley Fire and Life Safety

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

Document 17-004

Minutes of the Meeting of the Board of Fire Commissioners, February 16, 2017

Attending: Chairperson Herbert; Commissioners Bodlovic, Herbert, Hooper, Hayman and Walls; Chief Tyerman; Deputy Chief DiDonato; Office Manager de Leon; Battalion Chief Whitmore; Firefighter Knowles.

Pledge of Allegiance

Chairperson Herbert called the meeting to order and swore in Commissioner Craig Hooper to Position #5.

Amendments to Agenda: none

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 2/2/17.

Financial Report:

The following reports were reviewed for information:

- February Budget Summary: Chief Tyerman reviewed line items to be amended during budget amendment including Admin Repair & Maintenance and Suppression Equipment.
- January Revenue Summary: Chief Tyerman reported on the 2017 beginning cash balance which exceeded the budgeted amount due to unexpended expenses and beginning cash balance in 2016 which will be amended.
- January Cash Reconciliation

Correspondence:

- LERA Conference – April 6 & 7: Chief Tyerman asked if any of the Board Members were interested in attending the LERA Conference with Deputy Chief DiDonato. Commissioner Walls expressed interest in attending.

Meetings:

- King County Fire Commissioners Association (not on agenda): Chairperson Herbert reported that he attended this meeting on 2/14/17. Michelle Plorde presented information on the Kirkland Study; which identified how many ALS providers should be in the county and an ideal number of medic units recommended per entity. Chief Matt Cowan presented on a Rehab Truck that Shoreline Fire will be obtaining in the interest of Firefighter safety. Within the specs is a hood change out station, intended to reduce Firefighter exposure to

contaminants. Commissioner Hayman commented that some Battalion Chiefs in the Zone carry extra hoods.

- Maple Valley City Council Meeting (not on agenda): Commissioner Walls reported that she attended this meeting 2-13-17. Rebuilding the Park at the Lake was discussed.
- Chief Doerflinger Retirement Parties (not on agenda): Commissioner Hayman commented on attending the retirement celebration at Station 81 and Commissioner Herbert extended his gratitude to Commissioner Bodlovic for hosting a retirement celebration at their home.

Public Comment: PJ Knowles: 25607 SE 192nd Street, Maple Valley

Business:

- 2017-2019 Local 3062 CBA: Chief Tyerman distributed copies of the recently Ratified Collective Bargaining Agreement with Local 3062 to obtain the board's signature.
- Station Location Study: Chief Tyerman asked the Board of Commissioners for guidance and direction regarding the Station Location Study since the last study was done in 2008 by ESRI. Chief Tyerman expressed interest in going out to bid to obtain a new station location study as the district moves forward with the development a Fire Benefit Charge Rate to place on the ballot this year. Commissioner Hooper suggested contacting the IAFF to obtain GIS Study Information and Battalion Chief Whitmore asked about obtaining an update from ESRI. Following discussion, **A MOTION was made, seconded and unanimously carried authorizing Chief Tyerman to move forward in obtaining a Station Location Study.**
- Fire Benefit Charge Key Messages: Chief Tyerman reported that he and Deputy Chief DiDonato revised some of the language in the Fire Benefit Charge Key Messages. The changes and Board recommendations were discussed at length. Commissioner Bodlovic agreed to wordsmith message #4. Deputy Chief DiDonato inquired about the timing of publishing information in the paper & social media. Consensus amongst the Board was to move forward with the media exposure with the assistance of PIO Kyle Ohashi. Chief Tyerman reported that he is completing the script to be used in the development of an informational video. The video production is estimated to be complete in approximately 6 weeks. Due to the length of projected completion, Commissioner Bodlovic offered to inquire with another source.
- Personal Services Contracts: Chief Tyerman asked to table this to Executive Session.

Personnel:

Career/Volunteer Staff

- PIO Arrangement: Deputy Chief DiDonato reported that the arrangement with Kyle Ohashi is in place and he has begun self-dispatching to Maple Valley Fire calls and is managing social media.
- L & I Report: Deputy Chief DiDonato reported that there are 2 employees on Light Duty and one going out on Long Term Disability for approximately 10 months, which will require moving a Firefighter from C Shift to B Shift.

Operations:

- Incident Report: Deputy Chief DiDonato reported that on February 6th there were 34 calls, February 8th a roof collapse and February 9th a mudslide.

Support Services

Fire Marshal's Office

- Nothing to report.

Public Education

- Chief Tyerman reported on Public Education Events in January, which included Puget Sound Blood drive, Maple Valley Historical Fire Museum, Cub Scout Station Tour, Blood Pressure checks at the Maple Valley Community Center, Webelos Pack Station Tour and CPR Public Class.

Information and Technology:

- Nothing to report.

Apparatus & Equipment

- Nothing to report.

Facilities

- Nothing to report.

Events: Nothing to report.

Public Comment: None

Vouchers: A MOTION was made, seconded and unanimously carried to approve vouchers #02063 through #02081 for \$4,232.98, #02082 through #02122 for \$37,746.48, #02123 through #02124 for \$42,458.80, 2/15 Payroll for \$197,067.76, 2/15 Retirement for \$50,802.13 and 2/15 Payroll Taxes for \$46,750.78.

The Regular Meeting adjourned to Executive Session at 7:01 pm for approximately 15 minutes.

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.

RCW 42.30.140(4)(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.

Executive Session ended at 7:16 pm and the Regular Meeting resumed.

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting 7:20 pm.**

Chairperson John Herbert

Commissioner Ben Hayman

Commissioner Chris Bodlovic

Commissioner Craig Hooper

Commissioner Camille Walls

Michele de Leon, District Secretary