



## Maple Valley Fire and Life Safety

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

### Document 17-017

### Minutes of the Regular Meeting of the Board of Fire Commissioners, December 21, 2017

Attending: Chairperson Herbert; Commissioners Bodlovic, Hooper, Hayman and Walls; Chief Tyerman; Deputy Chief DiDonato; Battalion Chief Jerry Brown; Firefighters Knowles, Jones, Askevold, McCormick, Galassi, Chase and Zietak; Administrators Fine and Knight.

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

Pledge of Allegiance

#### Minutes:

**A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 11/16/17.**

**A MOTION was made, seconded and unanimously carried to approve the Special Board of Commissioner Meeting Minutes of 11/29/17.**

#### Financial Report:

The following reports were reviewed for information:

- December Expense Summary
- November Revenue Summary
- November Cash Reconciliation

#### Meetings:

- Long Range Planning Committee: Chief Tyerman reported that the committee members are to be determined.
- Bond Strategy Meeting: Chief Tyerman reported that he met again with the school district and the city.
- Strategic Initiative Group Meeting: Chief Tyerman reported that this group met and rolled out the Mission Model. He will be sending out a video to get ideas going and that the Mission, Vision and Values statements are all framed up.
- Mike Birdsall: Chief Tyerman will be meeting with a concerned citizen of Hobart following the Hobart house fire.
- King County Fire Chiefs and Fire Commissioners Association Joint Meeting and Installation Banquet:

#### Business:

- Long Term Actor MOU: Deputy Chief DiDonato reported that the MOU for Long Term Acting had been under review and was approved.
- Captain's Promotional Testing: Deputy Chief DiDonato reported the testing process is complete with 11 candidates and no protests. This will be a three-year list. **A MOTION was made, seconded and unanimously carried to approve the three-year list of Captain's candidates effective January 1, 2018.**
- Chairperson Appointment: Commissioner Walls nominated Commissioner Bodlovic. Commissioner Bodlovic accepted the appointment and Commissioner Hayman volunteered to serve as Vice Chairperson.
- Voting Results by Map: Chief Tyerman reported on the results of the Levy Lid Lift by map.
- Human Resources Manager: Chief Tyerman reported that Lyndsey Arsanto will be our new Human Resources Manager and will begin work on January 16<sup>th</sup>.
- Professional Services Contract For Legal Services: After review by the Board, the contract between the District and Joseph F. Quinn, Chairman Herbert signed the contract
- Fleet Contract: Deputy Chief DiDonato reported on the Interlocal Agreement between the District and Puget Sound Fire for Fire Apparatus Service and stated that Bruce is in contact with their technicians. **A MOTION was made, seconded and unanimously carried to approve the Interlocal Agreement for Fire Apparatus Service.**
- Jerry Woods Holiday Engine: Chief Tyerman reported on totals that were collected by the crews and all the families and friends that helped. He thanked Firefighter Gordy Plett for all his hard work and dedication to this event each year and thanked all involved.
- Logistics MOU: Chief Tyerman said that this will be coming up at the next board meeting.
- Contract for Services: Chief Tyerman reported that Renton doesn't have the ability to do a contract for services with us however Chief Clark and Chief Morris are interested in looking further at this option. We will be coordinating a date for this meeting to take place.
- Spec. Committee: We will be organizing a Spec. Committee to start the process of ordering two new engines and a new BC rig. This committee will begin in January.
- DRS: Chief Tyerman reported that he had spoken with Kathy and should be hearing from DRS by the end of January.

- Interagency Agreement for Surplus: Chief Tyerman reported that we now have an Interagency Agreement for Surplus with the State of Washington Department of Enterprise.

**Operations:**

- Incident Report: Deputy Chief DiDonato reported on call volume history and how it compares to the current year's calls. This year the department is up approximately 250 from last year. And A shift had a residential fire.

**Events:**

- Annual Banquet: Scheduled for March 24<sup>th</sup>
- Portland Leadership Conference: Scheduled for March 7-9<sup>th</sup> (Walls, Herbert, Hayman)
- Hometown Holiday/Tree Lighting: Once again, a great success.

**Vouchers: A MOTION was made, seconded and unanimously passed to approve the following:**

<b>12/15/17</b>	Review & Approve #12001 though #12049 for \$113,042.22 (General Fund) Review & Approve #12050 though #12051 for \$412.29 (Capital Fund) Review & Approve #12052 though #12067 for \$3,106.84 (General Fund) Review & Approve Payroll for \$176,707.41 Review & Approve Retirement for \$53,659.49 Review & Approve Payroll Taxes for \$40,235.16
<b>12/30/17</b>	Review & Approve #12068 though #12112 for \$58,242.97 (General Fund) Review & Approve #12113 though #12114 for \$1,211.36 (Capital Fund) Review & Approve Payroll for \$186,587.90 Review & Approve Retirement for \$55,797.31 Review & Approve Payroll Taxes for \$39,196.79

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting 7:09 pm.**

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Chairperson Chris Bodlovic

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Commissioner Ben Hayman

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Commissioner John Herbert

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Commissioner Craig Hooper

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Commissioner Camille Walls

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Michele de Leon, District Secretary