



Maple Valley Fire and Life Safety

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

Document 18-011

Minutes of the Regular Meeting of the Board of Fire Commissioners, October 18, 2018.

Attending:

Chairperson Bodlovic; Commissioners Hayman, Herbert, Hooper and Walls; Chief Morris; Michele Diss.

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

Pledge of Allegiance

Amendments to Agenda: None. Commissioner Bodlovic asked that Puget Sound Update be placed under meetings as a standing place holder.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 9/20/18.

Financial Report:

Finance Manager Diss reviewed the following financial information with the Board.

- October Expense Summary
- September Revenue Summary
- September Cash Reconciliation

Correspondence:

- Legislative Day 1/24/19: Commissioners Walls and Herbert expressed interest in attending.
- Washington Fire Chiefs Annual Conference 5/20-23/19:

Meetings:

- PSRFA Meeting (added to agenda): Chairperson Bodlovic attended and reported on the meeting. Fire Benefit Charge rates were discussed with Chief Morris.
- King County Fire Commissioners: Commissioner Herbert reported on the meeting which included discussion of rising health care costs.

Public Comment: None

Business:

- Informational Video Update: No questions from the Board of Fire Commissioners. There was consensus amongst the Board to renew the membership with the Washington Fire Commissioners Association.
- Annual State Audit: Finance Manager Diss reported that the audit is going well and should be complete by next week. The focus of the audit has been asset management and OPMA compliance (Open Public Meetings Act). An exit interview will be scheduled soon.
- Records Destruction Authorization: **A MOTION was made, seconded and unanimously carried to approve the Records Destruction Authorization as presented.**

Operations:

- Personnel:
 - Chief Morris reported that since October 1 all uniformed personnel have been officially sworn in. Further, the go-live date of October 1st went well; there were a few IT challenges. The RFA is expecting to be independent of the City of Kent's IT infrastructure by the end of 2019.
- Incident Report:
 - Chief Morris reported that a Post Incident Analysis had been conducted by Puget Sound Fire staff and presented at the Enumclaw Board of Fire Commissioners Meeting.

Support Services:

- Fire Marshal's Office: Nothing to report.
- Public Education: Chief Morris reported that October is Fire Prevention Month and several supporting activities are taking place this month.
- Apparatus & Equipment: Chief Morris reported that the new engines are approximately 18 months out and the essential equipment has been purchased. FD Cares will be relocated to better service the east part of the district. In addition, Puget Sound Fire is working with Renton RFA on a second Cares Unit.
- Facilities: Chief Morris reported that the Battalion Chief dorm at Station 81 has been modified. The Board inquired about Stations 80 and 83 market value analysis.

Events: None

Public Comment:

- None

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

10/15/18 Review & Approve #10001-10030 for \$86,256.19 (General Fund)

Review & Approve #10031 for \$1,129.81 (Capital Fund)
Review & Approve #10032-10049 for \$5,560.39 (General Fund)
Review & Approve Payroll for \$242,629.99
Review & Approve Retirement for \$87,661.40
Review & Approve Payroll Taxes for \$58,355.12

10/30/18 Review & Approve #10050-10063 for \$84,752.79 (General Fund)
Review & Approve #10064 for \$64.64 (General Fund)
Review & Approve Payroll for \$2,688.40
Review & Approve Retirement for \$1,392.78
Review & Approve Payroll Taxes for \$610.76

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting 6:50 pm.**

Chris gone for next meeting.

Chairperson Chris Bodlovic

Commissioner Ben Hayman

Commissioner John Herbert

Commissioner Craig Hooper

Commissioner Camille Walls

Michele Diss, District Secretary