



## Maple Valley Fire and Life Safety

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

### Document 15-016

#### Minutes of the Special Meeting of the Board of Fire Commissioners, September 3, 2015

Attending: Chairperson VanRuff, Commissioners Bodlovic and Herbert; Chief Doerflinger; Deputy Chief O'Brien; Captain Whitmore; Office Manager de Leon; Gordon MacIvvennie.

Chairperson Van Ruff called the meeting to order at 5:30 p.m.

#### Pledge of Allegiance

Gordon MacIvvennie was interviewed by the Board of Fire Commissioners for the upcoming Commissioner Appointment for Position #4.

Amendments to Agenda: Executive Session was moved to be discussed after the interview.

The Regular Meeting adjourned at 5:50 p.m. 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.***

The Regular Meeting reconvened at 6:00 pm.

#### Minutes:

**A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 8/20/2015.**

#### Financial Report:

The following reports were reviewed for information:

- September Expense Summary -
- Overtime Expense Summary -

#### Correspondence:

- Snure Seminar – October 21, 2015: Chairperson VanRuff commented that he would like to attend the Snure Seminar on October 21<sup>st</sup>. Commissioner Herbert asked that he be registered for the WFCA Conference on October 23 and 24<sup>th</sup>.

- Thank You – Dawn & Sam Case: Chief Doerflinger read a Thank You card for the crew on 8/27 recognizing Lieutenant Adams, Firefighters Goll and Keaveny and a Special thanks to Volunteer Firefighter Tyler Gage.

#### Meetings:

- Valley Communications Finance Committee – August 21, 2015: Chief Doerflinger reported that he attended this meeting and the budget was approved and the dispatch per call rate is not increasing in 2016.
- Zone 3 Operations Chiefs – August 25, 2015: Deputy Chief O'Brien reported that he attended this meeting and the main topic was the Wildland Fires.
- Valley Operations Board – August 27, 2015: Chief Doerflinger reported on attending this meeting. Currently, 74% of 911 calls are received wirelessly.
- BLS Core Services – Application for Funding (taken out of order): Commissioner Herbert reported that he attended this meeting and the budget is allocated for Maple Valley Fire & Life Safety to receive approximately \$28,000 of the \$1.5 Million Reserve Funding.

**Public Comment:** None

#### Business:

- Resolution R-2015-06 Authorizing the Payment of Ambulance Transport Bills from Tax Revenue: **A MOTION was made, seconded and unanimously carried to approve Resolution R-2015-06.**
- BLS Core Services – Application for Funding: Addressed earlier.
- Ground Emergency Medical Transport (GEMT) Implementation: Chief Doerflinger reported that the reimbursement program should be in place by 2017.
- Steering Committee – September 9, 2015: Chief Doerflinger distributed a current roster list of the Citizen Advisory Steering Committee. Goals of the first meeting were discussed amongst the Board Members. Chief Schneider and Captain Rabel are tentatively scheduled to present at the meeting September 23<sup>rd</sup>.
- Commissioner Appointment: **A MOTION was made, seconded and unanimously passed to appoint Gordon MacIvennie to Commissioner Position #4 with the expectation that Legal Counsel mitigate for any conflict of interest because of Mr. MacIvennie's role of insurance broker for the District.**
- Professional Services Agreement – Jeff Merritt: Chief Doerflinger presented the contract for renewal which reflected a 3% increase, totaling \$234.00 for CBT and Run Review services. **A MOTION was made, seconded and unanimously passed to approve renewing the contract with Jeff Merritt for 2016.**

#### Career/Volunteer Staff

- Disability Report: Deputy Chief O'Brien reported that there are currently 4 firefighters on disability leave. Two are expected to return the end of September or beginning of October.

- SCBA Update: Deputy Chief O'Brien reported that we are working with Kent RFA and other Zone 3 Departments on the evaluation of SCBA to be purchased with Grant Funds.
- New Residents: Deputy Chief O'Brien reported that the new volunteer firefighters have been assigned to shifts and Stations 82 and 84 now have live-in Volunteers.

## Operations:

### Training:

- Career Haz-Mat Ops Block Training: Deputy Chief O'Brien reported that career firefighters are completing Haz-Mat Ops Block Training and the new Volunteers are being added into Training Tracker.

### Incident Report:

- Wind Storm – August 29, 2015: Deputy Chief O'Brien reported that the district self-dispatched and ran 21 calls on August 29<sup>th</sup>.
- Call Volume Update: Deputy Chief O'Brien reported that to date call volume is at 2,020 calls versus 1,850 last year the same time.

## Support Services

Fire Marshal's Office: Chief Doerflinger reported that a builder is looking to annex 60 parcels off of SE 288<sup>th</sup> into the City of Maple Valley. It has been confirmed that they would then automatically be annexed into the Fire District.

Public Education: Nothing to report.

### Apparatus and Equipment:

- New Aid Car received: Deputy Chief O'Brien reported that Facilities Manager Bruce Backer and Firefighter Jensen picked up the new Aid Car on Tuesday.

Facilities: Nothing to report.

## Events:

Open House September 12, 2015: Chief O'Brien reported the planning of the Open House and coordination of the memorial.

Public Comment: None

**A MOTION was made, seconded and unanimously carried to Approve #09001 through #09027 for \$89,985.36; #09028 through #09033 & #09055 for \$204,945.85; #09034 through #09054 for \$2,853.77; Payroll for \$167,680.35; Payroll Taxes for \$37,839.16 and Retirement for \$43,114.66.**

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

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Chairperson Bill VanRuff

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Commissioner Camille Walls

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Commissioner Chris Bodlovic

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Commissioner John Herbert

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Michele de Leon, District Secretary