



Maple Valley Fire and Life Safety

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

Document 15-018

Minutes of the Regular Meeting of the Board of Fire Commissioners, October 1, 2015

Attending: Chairperson VanRuff, Commissioners Bodlovic, Herbert, MacIvennie & Walls; Chief Doerflinger; Deputy Chief O'Brien; Battalion Chief DiDonato; Lieutenant Erickson; Firefighter Galassi; Office Manager de Leon.

Excused Absence: None

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

Pledge of Allegiance

Amendments to Agenda: Add Overtime Policy under business.

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Special Meeting Minutes of 9/17/2015.

Financial Report:

The following reports were reviewed for information:

- Overtime Expense Summary
- Overtime Expense Summary: Chief Doerflinger reported that \$4,600 was saved due to decreased staffing levels in the previous two week period. The Aid Car was staffed 7 out of 15 days.

Correspondence:

- The following items were read to the Board of Fire Commissioners, whom acknowledged the excellent service provided by staff.
 - Thank You – Volunteer Firefighter Tyler Gage
 - Thank You – Deputy Chief O'Brien
 - Thank You – Firefighters Downs, Carpenter, Ager, Askevold & Elhard
 - Thank You – Battalion Chief Handley
- Northwest Leadership Seminar: Chief Doerflinger asked the Board to let staff know if they are interested in attending this seminar.

Meetings:

- Merger Steering Committee 9/23/15: Chief Doerflinger reported that the meeting was a success and Captain Rabel did an excellent job explaining the Fire Benefit Charge. Commissioner Herbert stated that the committee is waiting for the financial data with the FBC formula applied to our district parcels. The next meeting is scheduled for October 6th; however, there may be a few people unable to attend due to the candidate forum scheduled that evening. Commissioner VanRuff inquired about the .50 per 1000 AV if the district moves to a FBC. Chief Doerflinger will provide information. Commissioner Herbert commented that Chief Schneider addressed station locations and the benefits to Kent RFA. Commissioner Bodlovic commented on the process and depth of analysis being explored. Chief Doerflinger suggested that the Board Members direct the Committee on the analysis goals.
- LMC 9/30/15: Chief Doerflinger reported that the group worked through several issues.

Public Comment: None

Business:

- Air Compressor Upgrade Cost: Chief Doerflinger distributed a copy of the approved Capital Project List for the next three years for the Boards review. The recently authorized SCBA Grant did not include the cost of compressor upgrades. **A MOTION was made, seconded and unanimously passed authorizing \$10,382.16 to be spent from capital to upgrade the compressor.**
- Preliminary Levy Limit Worksheet: Chief Doerflinger distributed a copy of the Preliminary Levy Limit Worksheet for 2016 tax collections and reported that AV increased 8.52%.
- 2016 BLS Allocations: Chief Doerflinger reported that the districts portion of the medic one levy proceeds will increase 1.5% in 2016.
- Administrative Chief's Annual Leave Buyback: Chief Doerflinger asked the Board to consider allowing him to sellback 250 hours in November of 2015 and an additional 250 hours in 2016 and the final cashout in January of 2017 when he retires. Vice Chairperson VanRuff asked that this decision be postponed to after Executive Session – *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.*
- Non Emergency Overtime Callback Policy 43-1111 (added to agenda): Chief O'Brien briefed the Board on the changes in Policy 43-1111. This begins the two week review period.

Career/Volunteer Staff

- Disability Report: Deputy Chief O'Brien reported that there are currently 4 employees on L & I. There is a possibility that one may return in November.

Operations:

Training:

- Volunteer/Resident Academy: Deputy Chief O'Brien reported that Buckley will continue to host the academy for another year and then possibly move to Maple Valley Fire & Life Safety hosting the Volunteer Academy.
- Extrication Block Training: Career has been participating in this training at Station 14 in Renton.
- Active Shooter Drill (not on agenda): The annual Active Shooter Drill is scheduled for October 13 at Tahoma Junior High at approximately 8:30 am.

Incident Report - Deputy Chief O'Brien reported on the following incidents:

- Vehicle Accident - 9/26/15
- CPR - 9/28/15

Support Services

Fire Marshal's Office: Chief Doerflinger reported that Fire Marshal Webster will be looking for the city to adopt the 2015 International Fire Codes and Appendix L in July 2016. Appendix L includes the Firefighter Air Replenishment System (FARS) Code. Chief Doerflinger provided a map of the 69 residential lots being annexed into the City of Maple Valley south of four corners. Once annexed into the city the area would become part of MVFD.

Public Education: Nothing to report.

Apparatus and Equipment:

- Pumper/Tender Update: Deputy Chief O'Brien reported that the pumper/tender final inspection is complete and the tender will be in Spokane for a few upgrades and pump testing. Estimated placement in service is approximately 4 weeks out.
- Aid Car Update: Deputy Chief O'Brien reported that the Aid Car is in the shop waiting on MDC installation.
- Kent Consolidation of Apparatus/Maintenance (not on agenda): Chief Doerflinger reported that he and Facilities Manager Backer have discussed outsourcing some repairs to Kent's maintenance facilities in the future.

Facilities: Nothing to report.

Events: None

Public Comment: None

A MOTION was made, seconded and passed 4 to 0 to Approve #10001 through #10033 for \$172,642.38; #10034 through #10040 for \$14,210.78; #10041 through #10060 for \$2,876.46; Payroll for \$167,608.69; Payroll Taxes for \$38,129.72 and Retirement for \$43,143.74. One Commissioner abstained from the vote.

The regular meeting adjourned at 7:05 pm to Executive Session for approximately 20 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 42.30.110(1)(f) To receive and evaluate complaints or charges brought against a public officer or employee.

Executive Session ended at 7:25 pm and the regular meeting resumed.

A MOTION was made, seconded and unanimously passed to approve Chief Doerflinger selling 250 hours of Annual Leave on November 30, 2015.

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 7:30 pm.**

Chairperson Bill VanRuff

Commissioner Camille Walls

Commissioner Chris Bodlovic

Commissioner MacIvennie

Commissioner John Herbert

Michele de Leon, District Secretary