



Maple Valley Fire and Life Safety

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

Document 15-019

Minutes of the Regular Meeting of the Board of Fire Commissioners, November 5, 2015

Attending: Chairperson VanRuff, Commissioners Herbert, Bodlovic, and MacIvennie; Chief Doerflinger; Deputy Chief O'Brien; Battalion Chief DiDonato; Lieutenant T. Brown; Firefighter Rock; Administrative Assistant Fine, members of the public, Warren Iverson; Deputy Mayor Sean P. Kelley

Excused Tardy: Commissioner Walls

Chairperson Van Ruff called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Amendments to Agenda: None

Minutes:

A MOTION was made, seconded and unanimously carried to approve the Regular Meeting Minutes of 10/5/2015.

Financial Report:

The following reports were reviewed for information:

- November Expense Summary
- September Revenue Summary
- September Cash Balance & Reconciliation
- Overtime Expense Summary
- Transport Billing
- Impact Fees

Correspondence:

- Lifesavers and Legends Luncheon – November 12th

The following items were read to the Board of Fire Commissioners, whom acknowledged the excellent service provided by staff.

- Thank You – Randi Weiss
- Thank You – John
- Thank You – James
- Thank You – Renton Fire

- Thank You – Eastside Fire

Meetings:

- Merger Steering Committee: Commissioner Herbert, Commissioner Bodlovic and Chief Doerflinger gave their thoughts on the process and what should be the next steps in moving forward. It was decided that the Steering Committee should be reconvened in order to give the Board their input before moving forward with a decision of the Board. Tuesday, November 24th is the next Steering Committee meeting, notice will be provided tomorrow.

OUT OF ORDER:

Public Comment Warren Iverson; Deputy Mayor Sean P. Kelley

- KCFC's –Oct. 21: Commissioner John Herbert has stepped up to fill the position of Treasurer again.
- Valley Communications Operations Board - Oct 22nd : Chief Doerflinger reported that he will no longer be serving on the Board as the representative of contract fire agencies, his two terms have expired.
- Operations Chiefs Meeting – Oct 27th: Chief O'Brien reported that State Mobilization and paperless MIRFs were the main items of discussion at this meeting. The training consortium may be running a class in July in which MVFD, Kent and VRFA may be moving forward with the implementation of tablets. There will be an upcoming meeting on December 10th.
- Holiday Lights Meetings October 28 & November 4th: Chief O'Brien reported that the Holiday Lighting Celebration will be moving to the 4 Corners area instead of the Lodge this year. The event will begin Thursday, Dec. 3rd, through Saturday, Dec. 6th, from 18:30 till 21:00. This event will now be called "Maple Valley Hometown Holiday".

Public comment: Deputy Mayor Sean P. Kelly.

Business:

- Local Burn Permit Regulations: Chief Doerflinger reported on the current burn permit rules and recommended that the District move to an annual permitting process. Discussion followed on the details of the process. The change to annual permits would begin in 2016, the Board concurred with the changes.
- Non-Emergency Overtime Policy #43-1111:
A MOTION was made, seconded and unanimously carried to approve the updates to Non-emergency Overtime Policy #43-1111.
- Paladin Background Screening: Chief Doerflinger reported that the department currently uses Washington State Patrol's W.A.T.C.H. program to perform background checks for new career and volunteer personnel which is a statewide program. The department has contacted a different program that is nationwide and provides a much more thorough national check for a nominal price. The benefits to the District were discussed.
A MOTION was made, seconded and unanimously carried to approve using Paladin to perform the District's background checks.

- 2016 Budget Process and Budget Hearing: The 2016 Public Budget Hearing meeting is scheduled for Thursday, Nov. 19th. The Budget Committee will meet Thursday Nov. 12th at 14:30 at station 80.
- Washington State Audit Process: Chief Doerflinger presented letters of representation and documentation from the State Auditor who is conducting the Departments Annual Audit. These letters outlined the process of the audit and the financial responsibility of the Department to pay for the audit. These letters required the signature of Chairperson VanRuff.

Personnel:

Career/Volunteer Staff

- There are currently six employees on Disability, two of which should be returning to work shortly, the other four are not expected to return until next year.

Operations:

Training

- **MCI Extrication Drill:** Career personnel attended this drill at Station 14 in Renton.
- **Orientation Academy volunteers:** Chief O'Brien reported on the current status of the Volunteer Resident program. The District will be sending 11 new volunteers to the Buckley Academy in January.

Incident Report

The following two fires were discussed and reviewed for information.

- Commercial Fire – Red Dog Saloon Thursday October 22nd
- Vehicle Accident – MVH & SE 264th Sunday November 8th.

Support Services:

Fire Marshal's Office:

- There is a new construction, 2 story, 40,000 square foot, commercial building going in on Dorre Don Way.
- The fireworks advisory vote is currently passing. Deputy Mayor Sean P. Kelley reported on how the ordinance will work. The ordinance would allow only professional fireworks displays within the city limits.

Public Education:

- Battalion Chief DiDonato reported on the Trucks or Treats event at the community center.
- Chief Doerflinger reported on the other public events such as station tours and Make a Difference Day.

Apparatus & Equipment

- Aid Car – in Service: Deputy Chief O'Brien reported that the new Aid Car is now in service and that it came in under budget.
- Pumper Tenders delivery Nov. 12th: A picture of our new pumper tender was in the October issue of Firehouse magazine. It is expected to be in service mid to end of December.

Facilities – Nothing to report

Events: None

Public Comment: Warren Iverson & Deputy Mayor Sean P. Kelley

Vouchers #10061 through #10113 for \$97,101.08 (General Fund); #10114 through #10118 for \$9,835.40 (Capital Fund); Payroll for \$171,977.73; Retirement for \$44,037.42; Payroll Taxes for \$39,504.68 were reviewed.

A MOTION was made, seconded and unanimously carried to Approve #11001 through #11032 for \$90,232.00; #11033 through #11034 for \$189.67; #11035 through #11053 for \$3,180.23; Payroll for \$173,372.80; Payroll Taxes for \$40,809.02 and Retirement for \$44,254.67.

The Regular Meeting adjourned to Executive Session at 7:20 pm for approximately 5 minutes.

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.

With no further regular business before the Board, **A MOTION was made, seconded and unanimously carried to close the meeting at 7:25 pm.**

Chairperson Bill VanRuff

Commissioner Camille Walls

Commissioner Gordon MacIvennie

Commissioner Chris Bodlovic

Commissioner John Herbert

Michele de Leon, District Secretary

Minutes prepared by Ingrid Fine