

**Mountain View Fire and Rescue
Scheduled Board of Commissioners Meeting
January 28, 2020**

I. Meeting Called to Order

Commissioner Farrell called the regular scheduled meeting of the Board of Commissioners to order at 6:30 pm.

Present from MVFR

Commissioner Jim Farrell
Commissioner Cathie McKinney
Commissioner Don Gentry
Commissioner Scott Currie
Deputy Chief Mike Barlow
Chief Greg Smith

Not Present

Commissioner Joanne Seng--excused

The meeting was held at Mountain View Fire and Rescue Station 95—32316 148th Ave SE, Auburn, 98002

II. Pledge of Allegiance, United States Flag

Commissioner Farrell led the Pledge of Allegiance.

III. Approval of Agenda

Commissioner Currie moved and McKinney seconded to approve the agenda. Motion carried.

IV. Consent Agenda

Commissioner Currie moved and Commissioner McKinney seconded to approve the minutes from the Jan. 7 Special Planning meeting, the Jan. 14th regular meeting, the Oct. 23, 2019 Special meeting with Legal WSAFC Conference, the Aug. 20, 2019 Special 2019/2020 Budget meeting, and the vouchers from the second half of January 2020. Motion carried.

V. Account Balance Report—Deputy Chief Barlow

The financial report was sent out to all the commissioners ahead of the meeting. It was expressed that the new format is easier to read and appreciated. No further questions, comments were made.

VI. Budget Expenditure Report—Chief Smith

For the second half of January vouchers totaled \$106,259 and payroll totaled \$126,173. Total expenditures for the month of January were \$516,057. Some of the bigger expenditures for the second half of January included Lieutenants' tests from 2019

(\$10,047), ESO software/setup/training (\$5,970), EMS supplies (\$1,228), NFPA dues (\$1,345), trash & dumpsters (\$2,294), fuel (\$1,902), state audit (\$7,781), defib maint. (\$5,805), insurance (\$50,779), Valley Com 911 dispatch and 800 fees (\$7,561). Utilities were \$3,040. Revenue accounts were at \$3,088,077.66 as of Jan. 26th. Expense account now at \$2,311,570.89.

VII. Chief's Report

Chief Greg Smith presented a PowerPoint report which is incorporated by reference and reviewed Personnel, Facilities, Vehicles, Equipment, Budget and Emergency Incidents/Responses.

- Between January 1st and 27th there were 150 total calls averaging 5.56 per day. 115 of those calls were EMS calls. This information was presented in a new format for ease of reading and deciphering the numbers.
- Mutual Aid (January 2020)

Agency	Provided to	Provided From
Enumclaw	4	2
Puget Sound Fire (PSF)	15	4
Valley Reg. Fire Authority	3	2
District 47	0	0
Other	0	0
Total	22	8

- Chief Smith presented a graph showing the 2019 call volumes and the categories most calls fell into. 2,200 total incidents—1,517 were EMS calls. He further showed comparative graphs from the 2016-2018—all showing that EMS are the biggest call volumes. Graphs showing the number of calls per time of day and weekday were also shared.
- Total volunteer hours for 2019: 25,692. Staffing hours at Station 98 (Black Diamond) for the year 15,948.
- Chiefs Smith and Barlow attended the Black Diamond Safety meeting on January 23.
- Next Black Diamond City Council meeting will be Feb. 6th.
- Specs are now out for E-98 replacement. If the city responds quickly—they have the potential to save about 3% in costs. Black Diamond wants to do a study and they are putting out a RFP to determine who will do the study.
- Schematic drawings for the new fire station on Lawson Hill were shared with the board. The chief had made some requests for changes on the original design and those changes have been incorporated. There is a slight concern over the location of the entrance for the rigs due to the fact that there is a house directly across the street from this entrance. Commissioner Gentry asked about whether fiber would be added at the time of the build. Chief Smith responded that we have not had those discussions with Black Diamond yet.
- Negotiations with the local: Jan. 30th at 10:00 am at station 96.
- Feb. 3rd at 10:00 am will be the State Audit Exit Interview—commissioners invited to be a part.

- Chief Smith held an officers' meeting on January 22nd. It was well received.
- MIT: all three seats that were up for election were re-elected to their positions. They should be sworn into office in April.
- Chief Smith finished his report with a photo of the new district volunteers that just graduated from the academy.
- Chief Smith presented a request from the office staff that an addendum be added to their contracts that would allow them to rollover 2 weeks of vacation if they don't use their allotted vacation time. The board felt that there needed to be a cap. Time in excess of two weeks may be cashed out to the employee at their hourly rate. Commissioner McKinney requested that language be added to the addendum that would state a maximum of 80 hours as opposed to "two weeks". **Commissioner McKinney moved and Commissioner Gentry seconded to approve the addendum to the Administrative contracts with the additional language about the 80-hour maximum. Motion passed.**

VIII. Unfinished Business:

1. Black Diamond ILA for Service

It was observed at the last meeting that some of the BD council members are still confused on what the numbers (reported by MVFR) mean and how they should be determined. The city will be conducting a study and for this reason, Chief Smith feels the board should wait on further providing of information to the Council, as it just clouds the issue. Some of the commissioners feel that a one-on-one meeting with the confused council members might clear up some of the questions. Commissioners McKinney and Farrell will reach out to the council members and plan a brief meeting.

2. Garage Update

Everything will hopefully be in place by mid-month February. The consortium had to hire and train some new employees.

3. Mountain View Strategic Plan (2020)

Report in draft phase.

4. 2020 Excess Levy Discussion

Phone meeting happened and the next one is planned for Feb. 4th. Liz gave the district a "to-do" list and most of the tasks have been completed. A proposed "Letter to the Editor" was shared with the board. Commissioner McKinney requested that the letter go out after the current election is done. She expressed concern about voter fatigue on levies and did not want to impact the current levies that are up for vote. She also expressed concern about the way the letter was written—that is was not a true "reflection" of the Chief's style and requested that it be edited differently.

IX. New Business: none

X. Commissioners Report

- Commissioner McKinney will be attending the North Shore Fire Job Fair for her job but will also be representing the district.
- Commissioner Farrell shared some training events for the commissioners to consider attending. Some of these trainings are required once every 4 years. There are opportunities in Suquamish on April 4th, Spokane Feb. 22nd, and Chelan June 6th. Some classes are also available online.
- Commissioner Farrell reminded everyone to file their F-1 form by Apr. 15th.

Board Meeting Adjourn

Commissioner Gentry moved and Commissioner McKinney seconded to adjourn the meeting. Motion carried and the meeting was adjourned at 7:45 pm.

Next meeting will be February 11th, 2020 at 6:30 pm at Station 95.
Documents were signed.

Excused

Joanne Seng (Position #1)

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Cathie Valentine-McKinney (Position #2)

Scott Currie (Position #3)

James Farrell, Chair (Position #4)

Don Gentry (Position #5)

Kim Baker, District Secretary