

**Mountain View Fire and Rescue
Scheduled Board of Commissioners Meeting
April 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
Commissioner Joanne Seng
Deputy Chief Mike Barlow
Chief Greg Smith

The meeting was held online via Zoom due to the "Stay Home" order by Governor Inslee during the coronavirus (Covid-19) pandemic.

II. Approval of Agenda

It was moved by Commissioner McKinney and seconded by Commissioner Gentry to approve the agenda as presented. Motion carried.

III. Consent Agenda

It was moved by Commissioner Seng and seconded by Commissioner McKinney to approve the consent agenda which included the minutes of the April 14th regular meeting of the board and the vouchers from the second half of April. Motion carried.

IV. Account Balance Report—Deputy Chief Barlow

Account Balance report was distributed the board via email. There were no questions.

V. Budget Expenditure Report—Chief Smith

Vouchers for the second half of April were \$157, 566 and payroll was \$131,878. For the total month of April expenditures were \$440,681 = vouchers were \$178,147 and payroll was \$262,534. Bigger vouchers included maintenance on the heating system (\$ 4,131), M&O Levy/Liz Loomis (\$4,506), legal services/McGavick Graves (\$8,817), medical insurance (\$55,372), new engine in the admin vehicle (\$5,088), IT software (\$4,905), fire manager software (\$6,230), garage consortium 1st qtr payment (\$34,902), Valley Communications (\$8,710). Utilities were \$13,078. As of April 26, revenue was as \$3,613,083.37 with \$850,771 in the 5-month float account. 60% of the property tax payments have been made. Commissioner Farrell asked if there were enough funds available to make the bond payment. Dep. Chief Barlow responded that yes there are but that they will need to make an interfund transfer of \$65,000.

VI. Public Comment

None

Union Comment

None

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 April 1st and 27th there were 126 total calls averaging 4.67 per day. 88 of those calls were EMS. Showing comparison charts, between January 1st and April 27th on average the slowest day of the week for calls is Tuesday. During that same time frame the highest volume of calls on any given day is typically between 7:00 am and 11:00 pm.
- Re: Black Diamond E-98 replacement—no contact has been made with the builder so status is unknown, an email has been sent to the local vendor and waiting reply.
- Black Diamond City Council has now started holding meetings via Zoom. RFP on the Fire Service Study is due in on April 30th. The district commissioners could request the public records after the due date or wait till the results of the RFP are announced publicly.
- Chief Smith shared photos of development/cleared land at the Reserve at Covington where 77 homes are being built. MVFR will receive impact fees from this construction.
- MIT: EOC meetings are occurring by Zoom.

VIII. Unfinished Business:

1. Black Diamond ILA for Service

No report at this time.

2. Mountain View Strategic Plan (2020)

Chief Smith has been working on the plan update.

3. 2020 Excess Levy Discussion

Moving forward with the plan and meeting with Liz Loomis. A press release will be going out soon about the most recent district audit. The timeline discussed at an earlier meeting is remaining the same.

4. Information Technology (IT)

Commissioner Gentry and Currie are working with Dep. Chief Barlow on the project. Still collecting data as far as how many stations are connected. Concerning the new information software programs: the new ESO scheduling system is not set up yet because of the pandemic. The personnel that was supposed to come and set up the system and train district personnel could not fly out due to the national/state shut

down. Currently trying to do the training and set up virtually. The Fire Manager (old reporting system) license invoice recently came in and could cost the district another \$6,000+ for another year. Dep. Chief Barlow will look into it and see if it is possible to pro-rate the license. Re: VHF radio system—no further movement on the project right now.

5. Deputy Chief

The commissioners are signed up for the interviews and have been provided job descriptions. Most likely the question of the salary range will come up in conversation. Commissioner McKinney asked if there were comparables from other districts. Chief Smith commented that not many districts use the position of deputy chief. Commissioner Gentry asked if this position would be similar to the Ops Chief that other districts have.

IX. New Business

None

X. Commissioners Report

- Documents will need to be signed so please stop by the office during the open office hours.

Board Meeting Adjourn

Commissioner Seng moved and Commissioner McKinney seconded to adjourn the meeting. Motion carried and the meeting was adjourned at 7:03 pm.

Next meeting will be May 12, 2020 at 6:30 pm via Zoom (online.)

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