

# **MOUNTAIN VIEW FIRE AND RESCUE BOARD OF COMMISSIONERS SPECIAL MEETING JANUARY 25, 2022**

## **MEETING CALLED TO ORDER**

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

## **PRESENT FROM MVFR**

Commissioner Jim Farrell  
Commissioner Cathie McKinney  
Commissioner Joanne Seng  
Commissioner Jacob Fouts  
Deputy Chief Dawn Judkins  
Chief Greg Smith

*This meeting was held online via Zoom due to the Coronavirus Governor action related to OPMA. Forego the Pledge of Allegiance.*

## **APPROVAL OF AGENDA**

**Commissioner Farrell asked for a motion, moved by Commissioner McKinney, and seconded by Commissioner Seng. Motion carried unanimously.**

## **CONSENT AGENDA**

**Commissioner Seng made a motion to approve the consent agenda. Seconded by Commissioner Fouts. Carries unanimously.**

## **ACCOUNT BALANCE**

Patty is working on the Line item budget. Chief Smith stated the final number are in for the income and available funds balance for the end of 2021. We won't pay process vouchers after December 15 and this will help to understand end of year balances. We did borrow \$350,000 from ourselves and we need to return funds to the emergency operating account.

## **PUBLIC COMMENT**

None

Captain Roy Smith is the program manager for the South King Cares. He shared a case study, what the Mobile Integrated Partnership between South King Fire, Mountain view Fire and Rescue, and Valley Regional Fire Authority. The program is funded by the EMS Levy and MIH

funding and is referral and case management based. SKC assists King County Public Health with in home vaccinations along with Puget Sound Fire Cares Unit. According to Captain Smith, most clients have complex medical issues, they look at long term issues rather than short term ones. The South King Cares Team is staffed with a captain, 1 fire fighter, 2 full time social workers, and one part time social worker. The staff has a diverse experience in mental health combined with many years in their fields.

Captain Smith provided an example of the referral process. Once they respond to a call they have an option to do an electronic referral. They it goes into the case management program, where the client is triaged and assessed. South King Cares collaborates with hospitals, tribes, and mental health to provide the right resources for the clients. SKC offers a wide range a of services to assist the client. Mountain View Fire and Rescue entered the program in 2020 since then they've had 102 referrals for 75 individuals, enrolled 32 clients and had 147 interactions with those customers. One main focus is the client 911 usage, and for Mountain View Fire and Rescue had 173-911 calls before enrollment, 118 calls after enrollment (31.8% reduction rate) 122 visits prior to enrollment, 92 after enrollment (24.6 reduction rate). He shared one of Mountain Views Highest client utilizers of South King Cares.

Commissioner Farrell asked for any questions and thanked Captain Roy Smith for his presentation. Commissioner Fouts asked how do the number of cases of Mountain View compared to other organizations such as Enumclaw? Commissioner McKinney and the same question as Jake. Question wasn't answered due to technical issues. Will send questions to Deputy Chief Judkins. Chief Smith responded to the question stating the difference in demographics, with more seniors, low income housing **and assisted living facilities** are some reasons to see higher cases in Enumclaw.

## **UNION COMMENT**

Nick Holcomb no comment, Just listening to the meeting and glad to be here.

## **DEPUTY CHIEF'S REPORT**

- A. Deputy Judkins was proud **of the new firefighters efforts** and the individual awards and new recruits at the ceremony. Thank you for their support.
- B. The new recruits will start in two weeks.
- C. The **department** was hit hard with covid, 5 of the crew are out. The window to return to work is about 7 days if they don't have symptoms. We are getting one back tomorrow.
- D. They had a large group to select for the volunteer academy 11 out of the 18 they interviewed. Six individuals accepted the offer.
- E. Transporting-able to borrow an aid car from Puget Sound Fire, their car is a 2015. We are working on getting a power stretcher to lessen the **possible** injury to first responders. We borrowed a manual stretcher. Working to get a new stretcher.
- F. We are working with Black Diamond to purchase an aid car **to replace the aid car Black Diamond is required to provide. We took thier aid car out of service due to its age and inability to get parts for it.**
- G. Deputy Judkins reported we are part of the L& I fire program that can save us money by offering grants for safety equipment for a safer workplace. Deputy Judkins is working on a power cot lift and will do some research as well as the aid car.

- I. Security systems needs to be upgraded at the stations. Some stations don't have residents due to Covid, **and reduced volunteer count.**
- J. Commissioner Farrell asked if the power is back on at the station **93**. No but PSE is the hold up according to DC Judkins. **They** need to go through the permit process and ask how soon they can come out. They haven't even been out yet. We need to keep on them until the power is back on, per Deputy Chief Judkins.
- K. Commissioner Fouts asked if the South Battalion could share an aid car, since there is a lack of ambulances? Deputy Chief Judkins responded there are two in service and the **District** doesn't have a contract with Tri-Med. We've been taking 50% of patients to Auburn, 30% to Covington.
- L. Commissioner Fouts stated that engine 96 is getting busier like Enumclaw and have longer response times for Stations 92,98, and 32. Per Deputy Chief Judkins, we are doing the best we can to cover each other. The Tri-Med team is about 60-90 minutes response time. Chief Smith said we cover each the best we can. Commissioner Fouts appreciated the response.
- M. Commissioner Farrell asked if we were facing any diverts **from hospitals? Hospitals** can't divert to another hospital. We **transported to** Children's, but that is a three hour round trip and won't do that again. **The Medics** will transport ALS, serious patients.
- N. Chief Smith stated that in the future we'll be in the transport business and **charge for transport, that seems to be where we are headed.**

**FINANCE REPORT:** Second Half of January

A. January Expenses thus far

Payroll	\$278,551
Vouchers	\$22,695
Total	<b>\$301,246</b>

- B. \$615,173.65 is the 12 month average for 2021.
- C. The January total **expenditure** is \$594,827.
- D. There's new money from a contract with Black Diamond, but **we won't get those funds** until April, working off **the** 5 month float. Patty and Chief Smith are working on getting EMS funds **for this year in February**, so **we don't need to take from emergency operating funds.**
- E. Some expenditures were Blue card \$4,500, Cenex, \$785, ESO-reporting software, \$1471, Life Assist-EMS Supplies \$2,252, NWFF is \$51,000 for insurance we **are seeing a reduced monthly cost for medical insurance, BIAS** is the finance software at \$10,000 **and we pay additional for support, that Patty utilizes often.** Wave Business and fiber optic is \$1,480, US Bank Card (detail sent to bard) \$2,617.
- F. The MERP-medical plan for fire fighters comes out of their paycheck \$3,750. SeaWestern PPE- \$5,944.
- G. LNS \$461 for 5 pairs of gloves certified for fire fighters that we use are around \$100 per pair.

H. The ending Fund Balance Expense is: \$1,839,680.02 and 5 month Float \$4,317.07.  
Totals currently are \$2,897,547.58.

Itemized	\$102,735
Utility and On Going	\$7,044
Total	<b>\$112,398</b>
Remainer	<b>\$1,268</b>

## CHIEF'S REPORT

- A. Jan 11-22 (2022)
  - a. 115 incidences
  - b. Black Diamond-8
  - c. Puget Sound Fire-5
  - d. Enumclaw-6
- B. EMS calls 81 (70.4%)
- C. Average calls per day **was** 8.21**for the reporting period.**
- D. \$5,000 in loss vehicle fire.
- E. Mid inspection for an engine done remotely and will save a few dollars(thousands), no travel involved. Will go back for final approval in April and will **make final payments.**
- F. Chief Smith and Deputy Chief Judkins met with the crews 4 times **related to the Strategic Plan.** We have 50 value statements. **About** half of the volunteer and career fire fighters attended the meetings. We'll **will create** a poll and vote for the top 6-8 value statements for the board to adopt next month. **We'll be work on the mission and vision statement next.**
- G. The **state** audit exit took place this morning, and **we had a good clean audit.**
- H. We looking at the grant money in order to purchase new stretchers, ours are old. Most injuries **to firefighters** are muscular skeletal, **and power assist stretchers will help eliviate some of this.** Chief Smith said it's worth it to purchase a new stretcher with an assisted lift around \$50,000, **rather** then have an employee out on an L& I claim **and overtime costs to cover that persons shifts.**
- I. Working on getting an aid car for Black Diamond, **we have provided them information that would allow them to purchase a demo unit that was just constructed. The City is responsible for providing an aid car in Black Diamond.**
- J. The new fire station SEPA Review has been published for Station 99 and is posted on our **web page, any opposition, needs to be in to the city** by Jan 26.
- K. There is good news with **MIT**, three council members were re-elected. The swearing in ceremony will take place in April. Commissioner McKinney asked. Chief Smith will let them know once he gets word **of when this will take place.**
- L. Since the middle of 2020 the Black Diamond City Council meetings have been virtual due to Covid-19.
- M. Between Mountain View **and Enumclaw Fire**, we took 1/2 of the awards for the **last recruit academy.**
- N. Commissioner McKinney noticed that our recruits had a dusty blue shirt and the others had dark blue. Can we change the color of Shirt? Yes, but it will cost **\$10k to do so** according to Chief Smith.

## UNFINISHED BUSINESS

1. DC Judkins stated that Commissioner Gentry worked on the project in the past and is in favor of moving to Office 365 . Per Deputy Chief Judkins the migration/licensing will cost about \$7,000, but not sure about the complete scope of work, hopefully not to exceed \$30,000. **Commissioner Fouts made a motion to approve the Office 365 and not to exceed \$30,000. Commissioner Seng seconded the motion. Carries unanimously.**
2. The Strategic Plan Update-the 6-8 values will need to be approved by the Board.
3. Third party review for FLSA issue-Chief Smith said he, Commissioner Gentry and Farrell met with Mr. Shin representing Hawthorne and Company and recommend this firm to accomplish the third party review and will cost about \$3,000. **Commissioner Seng made a motion to approve Chief Smith to enter into the agreement with Hawthorne and Co., Mr. Young Shin, not to exceed \$4k without notice. For 3rd party review with FLSA matter. Commissioner Fouts seconded it. Carries unanimously.**
4. Cell Tower Proposal update-Is there a motion to approve Chief Smith to sign the letter of engagement as approved by Brian Snure with Terabonne. There are a couple of concerns with interfering with our electronics in the station and electro magnetics coming from the cell towers. These may not become a concern and will be a two year process. We need to move forward with this. . Reached out to PSERN about the interference. If there is a problem it would be up to the cell provider to fix it without any out of pocket expense. Chief Smith said we need to look at all the information and remove any concerns, there shouldn't be any tower inference. **Commissioner McKinney moved to approve the letter of engagement with Chief Smith to Terabonne. Seconded by Commissioner Seng. Carries Unanimously.**

## NEW BUSINESS

- A. Levy Lid Lift-Commissioner McKinney started a list of questions for the lid lift. Enumclaw is doing a lid lift, but not sure when. She thinks about August is a good time and needs to be 50% plus one, not 60% **for approval**. Chief Smith will **speak** to the **Enumclaw Chief**. If Enumclaw is doing one, would it be an advantage to do it **at the same time**? Commissioner Farrell stated that Commissioner McKinney will come back next meeting with a proposed date. We need to get press releases out per Chief Smith.
- B. Renewal of Covid Leave-Chief Smith stated that the **Board approved** 80 hours of leave 2 years ago. Three career fire fighters used all 80 hours of leave and others used 10-20 hours. Chief Smith reported that 6 fire fighters are out with Covid-19 There is still some Covid-19 relief money through the 2021 grant to reimburse for overtime shifts after the 24 hours. This shouldn't cost the

district anything. We are working on the grant process for more Covid-19 overtime funds. This leave would be approved by the chief officer. Commissioner McKinney asked about a motion with no changes from 2021. Chief Smith reinforced no changes. We need a fresh start with 80 hours of sick leave relating to covid-19. We can revisit the dates in June for the covid relief sick leave **Commissioner McKinney made a motion to approve the 80 hours of paid leave for those with Covid for up to June of 2022 with approval of a chief officer. Commissioner Seng seconded the motion. No further discussion. Carries unanimously.**

### **COMMISSIONERS REPORT**

1. Commissioner McKinney-What an awesome ceremony for the candidate, impressive with all the pageantry. There was an article in the Herald about the graduation, and they quoted Deputy Chief Judkins. I commend the staff on the good audit that was completed. I commented Patty on her work.
2. Commissioner Fouts echoed what Commissioner McKinney said. With three new recruits we need to find a way to retain and foster the individuals, it will be good to work with them. Thank you to Patty, Lisette, and Deputy Chief Judkins.
3. Commissioner Seng recognized Patty for all the work she put into the audit in addition to her daily workload, her commitment is highly recognized.
4. Commissioner Farrell-Thanks the board for all their hard work.

### **BOARD MEETING ADJOURN**

**Moved to adjourn the meeting by Commissioner McKinney seconded by Commissioner Seng. Motion carried unanimously by Commissioner Farrell at 7:54pm.**

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Joanne Seng (Position #1)

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Cathie Valentine-McKinney (Position #2)

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Jacob Fouts (Position #3)

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James Farrell, Chair (Position #4)

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Don Gentry (Position #5)

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Sarah Stidman, District Secretary