

**MOUNTAIN VIEW FIRE AND RESCUE
BOARD OF COMMISSIONERS MEETING
MARCH 22, 2022**

MEETING CALLED TO ORDER

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

PRESENT FROM MVFR

Commissioner Cathie McKinney
Commissioner Joanne Seng
Commissioner Jacob Fouts
Commissioner Don Gentry
Deputy Chief Dawn Judkins
Chief Greg Smith

Pledge of Allegiance, United States Flag.

APPROVAL OF AGENDA

CONSENT AGENDA

Commissioner Gentry said he appreciated the detailed vouchers and the minutes look good. There is a large fee from Puget Sound Fire. One bill is from the training consortium and is paid quarterly. The second one is the garage bill, which dates back to last year, per Chief Smith. **Commissioner Seng made a motion to approve the consent agenda. Seconded by Commissioner McKinney. Carries unanimously.**

Commissioner Gentry swore in LT. Thomas Hedlund. Congratulations on your promotion from the board.

ACCOUNT BALANCE

Chief Smith discussed with Patty the second half report for the board to review. She will email all the board members tomorrow.

PUBLIC COMMENT

None

UNION COMMENT

Dustin Trout was conducting interviews this week and was pleased to see new, happy, qualified people with interest in the fire department.

DEPUTY CHIEF'S REPORT

- A. Deputy Chief Judkins shared the good news that many of the applicants are outstanding. We have three days left of new hire interviews and have around 75 applicants.
- B. We've been busy with fires and block training fundamentals at St. 14 in Renton. This is a great opportunity to train with other stations and work together. There was a fire in Auburn on Academy Dr. We were second in VRFA was first in.
- C. Chief Judkins was happy with all the folks working on projects at the station.
- D. Deputy Chief Judkins stated the facilities bay door was repaired at Station 92. Station 96's furnace is working well and the staff are keeping busy.

FINANCE REPORT: Second Half of March

- A. Chief Smith reported on the monthly vendors and expenses.
- B. Chief Smith said we are getting reimbursed for the volunteer physicals. The District is still spending less on training membership in the Consortium, then salary was for Asst. Chief Training officer.
- C. Chief Smith said the 400k is earmarked from the M&O account to balance out the budget, the goal is not to have to do that. We have one more payment for the fire apparatus.

CHIEF'S REPORT

- A. Chief Smith reported the fire incidences and ems calls from February 22-March 4 (2022)
- B. An accidental fire broke out at Ten Trials, that started in the garage.
- C. The mid inspections was completed on the new engine and will go back in April for the final one.
- D. Chief Smith will provide the same documents for the vision and mission statement for the board as sent to all other personnel,
- E. Attended the Black Diamond City Council Meeting they are working off of the 2019 comp plan.
- F. Black Diamond's new fire station 99 is still waiting for the lot alignment to change back to the original.
- G. The MIT council members will be sworn in sometime in April.
- H. Chief Smith reported good news with Covid-19 the numbers are decreasing. There is a 20% increase in cases of the new variant BA.2 since February.

UNFINISHED BUSINESS

- 1. Deputy Chief Judkins-we are meeting Friday to kick off the Microsoft Office 365 migration. The chiefs will take a look at the paging system upgrade, it would cost around 50-70k. Commissioner Gentry-if we keep the domain name www.mvfire.org active it will cost about \$20 per year. The other option is to have a .gov with the old domain name Auburn mtvfire.gov.

2. Chief Smith said the District Values, will be on social media and the webpage next week. We are still working to get some pictures added to the site. Chief Smith would like input from the board, captains, and crew for the mission and vision statements. He will get the vision and mission statement in a pdf.
3. Chief Smith said they are making final payments on fire fighter FLSA overtime. We are waiting for the check off from our local for the Training Officer overtime, then we'll have documents to sign with the local to finalize the issue.
4. Commissioner Seng said she made contact with a Deputy Chief in another Department and they no longer were conducting annual reviews. There are not many templates for annual staff reviews, but would like to see one. There needs to be guidelines to be evaluated on. We need to set up goals and make sure the staff are in cooperation with them semi annually and annually. Commissioner McKinney said to reach out to Roger Farris as a resource for best practices for the fire service. We need to keep an agenda that won't fall through the cracks. Chief Smith will send out the review policy and examples from past reviews in the District. The templates will provide the tools for the chief's review. The administrators reviews are completely different.

NEW BUSINESS

1. Opening of Board meetings to the public and Covid protocols. We are looking into new meeting equipment. Maybe replace the old screen with a smart TV. Commissioner Gentry will put a package together and present to the board. Do we keep zoom an option or not? Deputy Chief Judkins responded it's fine if we don't wear masks, but we don't want people attending the meetings in person if they have symptoms. The space can only hold so many people.
2. New Fire Fighter Hire-Deputy Chief Judkins reported as of January we have a staff of 23 fire fighters and will need to hire at least one for the August academy. What are the options to hire a new fire fighter with a total of 4 on staff. Commissioner Fouts asked if we have anything in writing when a staff person retires and gives their notice? DC Judkins responded as of now they don't have to provide a notice ahead of time. Would there be an incentive to notify upper management ahead of their retirement? We could possibly add it to the labor negotiations. We want to hire 5 new fire fighters, but unsure of the levy lid lift. We will continue to look at other revenue sources for what is feasible. Once a captain retires it's a long process to hire on a new staff member. We are hoping for two spots in the academy. Commissioner Fouts asked if there was an eligibility list? Deputy Chief advised the Board that the Board usually does not get involved in the firefighter hire process, other than the first interview. Chief Smith advised that the District utilizes the rule of three candidates to hire. Commissioner Seng proposed have two spots in the academy.

Commissioner McKinney agreed with deputy Chief Judkins. Will bring back this topic at the next meeting with a thorough budget for two new fire fighters.

3. Facilities/Logistics employee-Deputy Chief Judkins reported we've hired Mike for one day a week to maintain the facilities which saved us money and we've redone the plumbing and HVAC systems. The Deputy Chief proposes to hire one full time facilities and logistics staff. There is a huge need for these position,. Will bring up numbers at the next meeting since we need someone full time.

CLOSED SESSION: RCW 42.30.140 (4)(a) Collective bargaining, Training Officer change of hours and overtime pay. TIME IN 7:55PM-TIME OUT 8:05PM-No decisions were made.

Commissioner Mckinney moved to authorize the Chief to give the local study spread sheets and move towards making all Training officers whole. Seconded by Commissioner Seng. Carries unanimously . Chief Smith will share the spreadsheets with Dustin Trout.

COMMISSIONERS REPORT

5. Commissioner Seng-Acknowledged five staff that went above and beyond with patient care. Captain Torrey Knorr, and Fire Fighters Bryce Kraft, Brad Wake, Jessica Leonard, and Bethany Grove saved the lives of two individuals on 2 cpr calls in 2021. Both patients were discharged to go home with the opportunity to enjoy life.
6. Commissioner Gentry-reported on the interviews with lots of qualified candidates. Suggested possibly to have an interview committee. Toured the new aid car.
7. Signing of documents by the board.

BOARD MEETING ADJOURN

Moved to adjourn the meeting by Commissioner McKinney seconded by Commissioner Seng. Motion carried unanimously at 8:15 pm.

Joanne Seng (Position #1)

Cathie Valentine-McKinney (Position #2)

Jacob Fouts (Position #3)

James Farrell, Chair (Position #4)

Don Gentry (Position #5)

Sarah Stidman, District Secretary