

**MOUNTAIN VIEW FIRE AND RESCUE  
BOARD OF COMMISSIONERS MEETING  
MARCH 8, 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  
Commissioner Don Gentry  
Deputy Chief Dawn Judkins  
Chief Greg Smith

*Pledge of Allegiance, United States Flag.*

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

Chief Smith made a change to the February 22, 2022, minutes, moving the Levy Lid Lift presentation by Brian Snure to above the Public Comment.

**Commissioner McKinney made a motion to approve the consent agenda with the revisions of A and B. Seconded by Commissioner Gentry. Carries unanimously.**

**ACCOUNT BALANCE**

Thank you to Patty for sending the report per Commissioner Farrell and McKinney.

**PUBLIC COMMENT**

None

**UNION COMMENT**

Dustin Trout-The goal is to have the station with a minimum of three person staffing since we have three stations. The district should explore ways to increase funding for firefighters.

The volunteers seem to be dwindling down, try to figure out revenue sources to get to three person staffing levels.

**DEPUTY CHIEF’S REPORT**

- A. There are two recruits in the academy. One recruit is done with their evaluation, that was outstanding. Another recruit is in the EMT program currently.
- B. We are holding interviews to hire fire fighters, about 60 persons will be interviewed in March on the 21st-23rd. We are looking at a variety of staffing options and want to know how many to bring hire. The board is invited to assist with interviews. We would bring the new fire fighters on in July.
- C. We have seven folks in the volunteer academy.
- D. Deputy Chief Judkins congratulated Dustin Trout on his promotion to Captain on March 1 and Jeff Persons on April 1. The badge pinning Ceremony is on April 12.
- E. The fire call volume is up, the other call volume is down. The folks are doing an excellent job on handling the fire calls. No injuries to report.
- F. New PSERN radio’s are coming in April or May.
- G. We’ll be switching from analog to digital (Paging) .VHF paging system at a projected cost of \$1 million , to Valley Com. Valley Comm would be the vendor for this option. Option 2 is looking to upgrade the IP system to a new one across the Puget Sound. The cost for this is \$25-\$100k per station. Deputy Chief Judkins wants to look into these options. Need to pick which vendor with Valley Comm. Commissioner McKinney asked if information could be added to the levy lid lift? Yes.
- H. Black Diamond City Council approved the aid car, and addition dollars for outfitting.
- I. The new engine will arrive in the next couple of months.
- J. All the captain’s were involved in the project management program. Deputy Chief Judkins received good feedback from the projects on the operation side of things. Thank you to all the folks helping with it. Chief Smith thanked Deputy Chief Judkins for all the in depth reports.

**FINANCE REPORT: First Half of March**

A. March Expenses thus far

Payroll	\$214,864
Vouchers	\$40,057
Total	<b>\$254,921</b>

- B. Chief Smith reported the total includes the payout for the captain that retired.
- C. The board saw the remainder in the email with all voucher information.
- D. The continuing monthly vendors include; Klein-continuing Ed \$500, Dennehy’s Back Flow Service-\$195 Sprinkler System St. 98, Hermanson-repair condenser and

compressor \$29,133, Home Depot-fuel mix cans \$124, Kroesens Inc.-uniforms, boots \$866, PSRF-\$3,230 garage/parts/labor.

- E. Account Balance-Expense:\$1,007,671.34. The five Month Float-\$35,492.79, working off the 5 month float.
- F. Vouchered for the BLS funds, when received will go into the expense account.

Itemized	\$37,901
Utility and On Going	\$2,052
Total	<b>\$39,953</b>
Remainder	<b>\$104</b>

### **CHIEF'S REPORT**

- A. February 22-March 7 (2022)
  - a. 85 incidences
  - b. EMS-56-78%
  - c. Black Diamond-13
  - d. Puget Sound Fire-6
  - e. Enumclaw-3
  - f. VRFA-0
  - g. District 47-0
- B. EMS calls per day-(67%)
- C. Average calls per day-6.07
- D. 5.1 calls per this reporting period, this is the lowest reporting periods.
- E. 2 residential fires this week, not sure of the damage, but nothing severe. Total of 5 fires
- F. Responded to a house fire in District 47, there weren't any injuries.
- G. We had four meetings (with the crews) for the Strategic Plan Value Statement, next we will work on the mission and vision statement at the same time. Would like input from the board. Chief Smith passed around the vision statement document.
- H. The L&I safety initiative mandatory meeting with the state is next week, and still working to receive a grant for a new gurney.
- I. Chief Smith attended the Black Diamond City Council meetings. They approved the purchase of the new aid care and \$20k additional funds to place in service.
- J. The Black Diamond new fire station 99 SEPA review was appealed. Oak Point is going back to their original site to the east since there aren't any wetland issues. One issue is a coal mine hazard and the new location is outside of these. In the future another fire station will be built near the current Ten Trails according to the master plan. The headquarters should be in the city if we continue to serve it.
- K. Chief Smith showed the progress pictures of the new fire engine from a week ago.

- L. Latest King County Covid-19 report-cases have gone down 18%, hospitalizations are down, daily deaths are down, our cases per thousand are higher, but nothing like Burien and other parts of King County.

### **UNFINISHED BUSINESS**

1. Deputy Chief Judkins-we are working this week to finalize the contract with Paul Dunn for the move to Office 365. The deputy chief and Commissioner Gentry received all the passwords from Joe. Once we have the contract we'll start working on Office 365. Chief Smith asked if we should add the paging system to the committee?
2. Update the 2023-2027 Strategic Plan to the 2017 five-year plan (values adoption).  
**Commissioner McKinney made a motion to adopt the core values as presented, Accountability, Compassion, Integrity, Pride, Professionalism. Seconded by Commissioner Seng. Carries unanimously.** Commissioner Fouts said the values are straightforward and would like accountability at the top. Chief Smith stated the crews put a lot of thought into these values. Commissioner McKinney wants to make sure the public knows these values presented come from the fire fighters and staff. Commissioner McKinney asked is there something you want the board to do with the vision statement? Chief Smith stated it would be good to have the Board thoughts to look at as well as those of the district personnel. Per Commissioner McKinney, this is a group thought process and needs to be done together, a study group session. Why don't we wait to see what the crews come up with and then meld it all together. Commissioner Seng agreed and make sure it covers everything, and is easy to understand. Commissioner Fouts would like to see some changes with the mission statement. Commissioner Farrell agreed with Jake on the mission statement. **Carries unanimously.**
3. FLSA 3rd Party Review-Chief Smith held a meeting last Monday to go over the results of the study. The first study is paid for. Chief Smith had our legal send the records to L& I and Mr, Young. We were using the electric time cards in the fire manager and ran the reports from 8/1-10/28. We'll make payments and have the documents to sign, the intent is to be fair and make everyone whole.

### **NEW BUSINESS**

- A. Performance Appraisal-Chief Smith, Deputy Chief Judkins, and Commissioner Gentry discussed having the traditional annual appraisals. Commissioner McKinney and Fouts agreed the reviews are completed yearly to understand what's going good and bad, and what

can be done in the future. These should be measurable. Chief Smith stated one concern with this is that any disciplinary action needs to be addressed at that time and not yearly. Disciplinary actions and annual review should be separate. Commissioner Farrell suggested several people complete the reviews on a scale of 1-5 to allow for more than one perspective, and that it's done correctly, a self appraisal and a supervisor one. Commissioner Gentry agreed with the 360 appraisal. Commissioner Farrell asked what direction should we head in? Deputy Chief Judkins stated, they have a form with a specific template to review, so it meets expectations. Commissioner Gentry wants this as a top priority.

- B. Admin Employees Contract Renewal-Chief Smith stated the contracts had expired. Chief Smith had Lisette develop a spread sheet, with all contracts that identifies expiration dates so it can be viewed yearly. Chief Smith asked Lisette and Patty to work together on new contracts for his review and for the board to review for approval. The Board has reviewed the new contracts. **Commissioner McKinney moved to approve the contracts as presented. Commissioner Seng seconded the motion. Carries unanimously.** Commissioner Fouts suggested Chief Smith's contract be re-negotiated. Commissioner Seng asked, is it our responsibility of the board to hire the secretaries? No, it's the Chief and Deputy Chief. The board hires the board secretary. The chief hires but shares the information with the board for guidance. The board approves the contracts. Commissioner Farrell and Commissioner Gentry will work with Chief Smith related to a new contract for the Chief. **Commissioner Fouts asks for a motion to approve and review the contracts. Commissioner Gentry seconded the motion. Carries unanimously.**

Closed Session pursuant to RCW 42.30.140 (4)(a) Collective bargaining from 07:47-08:00. No action taken per Commissioner Farrell. **Commissioner Fouts made the motion approve moving forward with resolving overtime calculations with the training officer. Carries unanimously.**

## **COMMISSIONERS REPORT**

1. Commissioner McKinney-It's nice to be back in person.
2. Commissioner Seng-Sent cards to the new promotions.
3. Commissioner Fouts-Happy to have in person meetings again. Will visit the stations with Deputy Chief Judkins on Friday 9-11:30.
4. Commissioner Gentry-Nothing to add, but good to be back in person.
5. Commissioner Farrell-Attended the Black Diamond City Council Meeting, and saw transitions. They approved the aid car and 50k for the gurney. I was encouraged. Tami asked with planning and staffing of the new fire station, when it was going to happen? Wanted it done sooner or later, but everyone was happy. I want to attend more. Commissioner Farrell asked if anyone else wanted to joint the station tour, no other Board membes can attend.

6. Deputy Chief Judkins-From the 21-23 of March we are doing interviews, let her know if you want to attend.

Commissioner Farrell will be absent from the next meeting. Commissioner Gentry will run the board meeting. **Commissioner McKinney made the motion to adjourn the meeting and Commissioner Fouts seconded the motion. Carries unanoumoulsy.**

**BOARD MEETING ADJOURN**

**Moved to adjourn the meeting by Commissioner McKinney seconded by Commissioner Fouts. Motion carried unanimously by Commissioner Farrell 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