

MARYSVILLE FIRE DISTRICT

BOARD OF DIRECTORS MEETING

April 20, 2011

CALL TO ORDER/FLAG SALUTE

Chairperson Rasmussen called the meeting to order at 7:01 p.m.; Boardmember Wright led the flag salute.

The following were in attendance:

Board of Directors:

Marilyn Sheldon	John Soriano
David DeMarco	Carmen Rasmussen
Donna Wright	

Michael Mack absent for regular board meeting; arrived at 8:37 for executive session.

Staff Members:

Greg Corn, Chief	Tracy Sisk, Secretary
Martin McFalls, AC	Tom Maloney, FM
Kristen Thorstenson, PIO	Chelsie Hale, Finance Manager

CONSENT AGENDA

A. Approve minutes of March 16, 2011 regular meeting.

B. Approval of April Claims and Payroll:

i. MFD Expense Fund	\$ 247,141.85
ii. MFD Enterprise Fund	\$ 126.16
iii. SCFPD 12 Expense Fund	\$ 32.82
iv. MFD Payroll (excluding benefits)	\$ 739,667.27

C. Accept financial reports for the month ending March 31, 2011.

Motion was made by Wright; second by Sheldon to approve the Consent Agenda.

Motion carried (5-0)

INFORMATION ITEMS

Committee Reports

EMS Committee: Ambulance account recommendations

Month	Charity	Collections	Bankruptcy
April	\$ 5,489.65	\$ 19,570.80	\$ 0.00

Motion was made by Soriano; second by DeMarco to approve the April 2011 ambulance account recommendations.

Motion carried (5-0)

STAFF BUSINESS

Electronic Patient Care Reporting (EPCR): The District has been preparing for several months for the transition to process MIR's electronically. FF/PM Dan Schwartz demonstrated to the Board the computer tablet hardware and ESO software via a PowerPoint presentation. Snohomish County Medical Director, Dr. Ron Brown encouraged all county departments to use the same software. The software (ESO) elected will integrate with Systems Design to enhance billing. The District intends to implement the new process May 1st.

Cooperative Services Seminar: Corn, McFalls, and Boardmember Wright attended a half day seminar presented by Emergency Services Consulting International called *Making the Pieces Fit through Cooperative Service, Consolidation, JPAs, or Mergers*. The seminar focused on emergency service organizations collaborating in these tough economic times. With public funds diminishing the public will be looking to the Districts to tighten up spending through cooperative efforts and services.

Operations Report (Including March Incident Report): McFalls reported on the March incident report: 808 alarms, 72 more than March 2010. We are on pace for approximately 9,300 calls for 2011. Critical care response times are under six minutes. Year to date, 23 mutual aid transports have been provided by MFD and have been received.

Personnel overtime report: McFalls reported the following overtime for March 2011:

March 2011	Dollars	Total Hours	Captain Shifts	Paramedic Shifts	Firefighter Shifts	Sick Leave Used
Full-time	\$ 51,381.82	986.25	6.00	8.50	31.00	1,052.50
Part time	\$ 3,069.00	170.50				
Month Total	\$ 54,450.82	1,156.75	6.00	8.50	31.00	1,052.50
YTD Totals	\$ 139,295.62	3,013.25	10.50	23.50	49.00	2,430.50

Time loss average for March is 1052 hours compared to 500 hours in February, and 700 hours in January.

Fire Prevention Report: See attached report. Maloney reported that Fire and Building Codes will be going to city council in May as they are in the final drafts. The major changes are the addition to residential sprinklers by adding fire sprinklers to one and two family homes over 3,600 square feet and three or more stories. In addition, there is a proposal for installation requirements for photovoltaic (solar) systems. These systems will establish marking requirements and placement of the panels to ensure firefighter safety.

Corn acknowledged Maloney for the solar panels and trying to make sure that new technology is embraced and is safely installed. In addition, he stated that other agencies are looking to adopt this ordinance.

Maloney also stated that Marysville GIS, Everett GIS, Everett Fire, and the District met to discuss site planning that would allow crews to see the building through a GIS program with attached fire department related information. Currently, Everett is compiling information that would be a layer on their current GIS mapping program to assist firefighters with property information that can be used in service delivery. The meeting demonstrated the software and how it can be used by crews to provide information specific for the property location. The downside is that it may not work with the new CAD system, but more to follow.

Local 3219 Union Report: Vice President Jason Schoonover reported:

- President Jeff Cole stepped down from his position as Union President. Schoonover thanked Cole for his years of service and expressed that he will be sorely missed.
- Seven members attended an Education Seminar in Yakima.
- The MDA Fill the Boot fund raiser will be May 13th and 14th. The Union raised \$16,000 last year and thanked the District for its support. The Union is asking the District for support and approval this year to use District equipment and attire.

Motion was made by DeMarco; second by Sheldon to approve the usage of department equipment and attire by the Union for MDA Fill the Boot fundraiser.

Motion carried (5-0)

NEW BUSINESS

2010 Annual Report: The 2010 annual report was included in the Board packets. Corn asked if accepted by the Board, they will be distributed. The Board requested to review for a month and bring back to May meeting.

Economic Update: Finance Manager, Chelsie Hale reported on the Public Funds Management seminar she attended with City Finance Director, Sandy Langdon. The Assistant Washington State Treasurer gave a current economic outlook for Washington State. Hale reviewed the two handouts, Economic Outlook presented by Chief Economist, Arun Raha and the April 2011 Economic & Revenue update presented by the Washington State Economic and Revenue Forecast Council with the board. Hale also updated the Board on the decline of Snohomish County home values. Wright commented that commercial real estate bought for \$600,000 is selling for \$400,000.

2011 Budget Adjustment #1: Corn reviewed the Budget Reduction proposal with the Board. Commissioner Sheldon asked how the reduction in capital transfers effect future purchasing. Corn explained that contribution reductions impact the ability to make purchases of apparatus and that the District would not be effected for several years by this reduction because we are in a good position on fleet.

CALL ON BOARD MEMBERS

- Soriano thanked FF/PM Schwartz and Hale for the information presented.
- DeMarco also thanked FF/PM Schwartz and Hale for the information presented.
- Sheldon thanked all staff and the budget committee for their hard work. Their effort is appreciated.
- Rasmussen thanked FF/PM Schwartz for his presentation and thanked all who worked on the annual report. She also thanked Jeff Cole for his work as Union president.

Motion was made by Wright; second by DeMarco to excuse Mack from the regular Board meeting.

Motion carried (5-0)

RECESS

The Board recessed at 8:25 p.m. for a five minute break before reconvening into Executive Session called to be one hour.

EXECUTIVE SESSION

Executive Session convened at 8:30 p.m. for the purpose of discussing labor matters pursuant to RCW 42.30.140(4).

A twenty-five minute extension to the executive session was announced to the public at 9:30 pm.

Motion was made by DeMarco; second by Sheldon to extend Executive Session twenty-five minutes.

Motion carried (6-0)

RECONVENE

The Board reconvened from Executive Session at 9:55 p.m.

Commissioner Mack was able to join the meeting at 8:37 p.m.; excused absence not necessary. Mack was in attendance for Executive Session only.

Motion made by DeMarco; second by Soriano to adopt Budget Adjustment #1 as presented.

Motion carried (6-0)

Motion was made by Wright; second by Mack to direct the Chief to carry-out the budget reduction plan as discussed in Executive Session.

Motion carried (6-0)

With no further action required, the Board adjourned at 9:58 p.m.

Sandra Elvrom
Board Secretary

Date approved