

MARYSVILL FIRE DISTRICT
BOARD OF DIRECTORS MEETING
April 18, 2012

CALL TO ORDER/FLAG SALUTE

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

The following were in attendance:

Board of Directors:

Gary Bontrager	Carmen Rasmussen
Dave DeMarco	Michael Stevens
Marilyn Sheldon	Donna Wright

Staff Members:

Greg Corn, Chief	Sandra Elvrom, Secretary
Martin McFalls, AC	Chelsie Hale, Finance Manager

CONSENT AGENDA

- A. Approve minutes of March 21, 2012, regular meeting.
- B. Approve minutes of April 6, 2012, special meeting.
- C. Approval of April Claims and Payroll
 - i. MFD Expense Fund \$ 223,669.72
 - ii. MFD Expense (Special Warrant 3/28/2012) \$ 1,000.00
 - iii. MFD Payroll (excluding benefits) \$ 712,949.57
- D. Accept financial reports for the month ending March 31, 2012.

Motion was made by Wright; seconded by Rasmussen to approve the Consent Agenda.

Motion carried (6-0)

COMMITTEE REPORTS

EMS Committee: Ambulance account recommendations:

Month	Charity	Collections	Bankruptcy
April	\$ 3,583.18	\$ 48,644.82	\$ 0

Motion was made by Wright; seconded by Rasmussen to approve the April 2012 ambulance account recommendations.

Motion carried (6-0)

STAFF BUSINESS

Paramedic Training Opportunity: The District would like to establish an in-house paramedic training eligibility list for the possible opportunity to send a firefighter to Harborview in October. If the District is awarded the SAFER Grant, we will be able to send someone. If we do not receive the SAFER Grant we may not be able to, therefore the District will continue to work with Labor to find other options.

SAFER Grant Update: Corn reported that upon the Board’s approval to move forward with the SAFER Grant application process, all necessary paperwork has been completed and sent into FEMA.

WCIA Audit Topic Cyber Liability: Corn reported that Washington Cities Insurance Authority (WCIA) will be conducting an audit on Cyber Liability. The City of Marysville will be submitting the majority of the District’s information since the majority of our networking runs through the Cities system. DC Neuhoff will be working with the City on submitting any additional information needed.

116th Homeless Encampments: Corn reported that the City of Marysville has a homeless camp located south of 116th. Because of the increase in responses for illegal burns and assaults it has become a safety concern for responding crews. Corn shared this information at the City Council meeting and was informed of the increase in theft and vandalism to the surrounding area. The City of Marysville, Marysville Police, Tulalip Tribes, Tulalip Police and Marysville Fire will be meeting and developing a plan on how to deal with the issues.

Operations Report (Including March Incident Report)

McFalls reported on the March incident report: 881 alarms, 73 calls more than March 2011. The monthly average response time is 6:23 minutes. The District responded to 56 mutual aid calls and received mutual aid assistance 64 times. Mutual aid transports received were 10; mutual aid transports given were 12.

McFalls reported on Station 62, 1st quarter apparatus out of service hours. Ladder 62 out of service hours totaled 270.52 hours, equivalent to 11 days. Aid 62 out of service hours totaled 39.21 hours, equivalent to 1.5 days. McFalls thanked Captain Green for his assistance in tracking the out of service information.

Personnel/Overtime report: McFalls reported the following for March 2012

March 2012	Dollars	Total Hours	Captain Shifts	Paramedic Shifts	Firefighter Shifts	Sick Leave Used
Full-time	\$ 20,391.30	324.00	2.00	1.00	2.50	768.00
Part time	\$ 8,545.50	474.75				
Month Total	\$ 28,936.80	798.75	2.00	1.00	2.50	768.00
YTD Totals	\$ 70,040.99	1,806.50	2.50	1.00	6.00	1,467.00

Fire Prevention Report: Report included in Board packets.

Local 3219 Union Report: Local Trustee Larry Nelson had nothing to report.

CURRENT BUSINESS

Adoption/Revision of MFD Policy #6097- Capital Asset Management Systems: The Capital Asset Management Systems policy #6097 was presented to the Board in October for a six month review. A revision was made to the capitalization threshold amount, increasing it from \$2,500 to \$5,000.

Motion was made by Rasmussen; seconded by DeMarco to adopt revised MFD Policy #6097 Capital Asset Management Systems as presented.

Motion carried (6-0)

NEW BUSINESS

Adoption/Revision of MFD Policy #6030 – Gifts: With the dissolution of the Marysville Fire District Foundation and no plans for reconstitution in the future, MFD Policy #6030-Gifts needed to be revised. The policy now states the Board of Directors will direct monies donated to the District instead of the Marysville Fire District Foundation.

Motion was made by Wright; seconded by Rasmussen to adopt revised MFD Policy #6030-Gifts.

Motion carried (6-0)

Approval of 2011 Annual Financial Report: Finance Manager Hale reviewed the Marysville Fire District and the Snohomish County Fire District #12 Annual Financial Report for 2011 and asked the Board for final approval.

Motion was made by Bontrager; seconded by Sheldon to approve SCFD #12 2011 Annual Financial Report as presented.

Motion carried (3-0)

Motion was made by Rasmussen; seconded by Wright to approve Marysville Fire District 2011 Annual Financial Report as presented.

Motion carried (6-0)

Adoption of Resolution 2012B-1 – Establishing Sole Source Provider for Fire Extinguisher Trainer: The District is asking for the adoption of Resolution 2012B-1, a resolution waiving the competitive bidding requirements and establishing a sole source supplier for the purchase of a mobile electronic fire extinguisher trainer and accessories. The funds for this trainer will be appropriated from the Tulalip Tribes Gaming Impact Donation monies, and will further our partnership with the Tribes as we continue to provide fire extinguisher training to our community.

Motion was made by Wright; seconded by DeMarco to adopt Resolution 2012B-1, Establishing Sole Source Provider for purchase of Fire Extinguisher Trainer.

Motion carried (6-0)

RECESS

The Board recessed at 7:52 p.m. for an eight minute break and called for a thirty minute Executive Session with no action to be taken.

EXECUTIVE SESSION

Executive Session convened at 8:00 to evaluate a grievance appeal; pursuant to RCW 42.30.140 (4) (a).

RECONVENE

The Board reconvened from Executive Session at 8:30 p.m.

Motion was made by Rasmussen; seconded by Wright to deny the Union Grievance Appeal and uphold the action taken by the District.

Motion carried (4 Approved/1 Nay/1 Abstained)

ADJOURNMENT

With no further action required, the Board adjourned at 8:35 p.m.

Sandra Elvrom
Board Secretary

Date approved