

MARYSVILL FIRE DISTRICT
BOARD OF DIRECTORS MEETING
September 19, 2012

CALL TO ORDER/FLAG SALUTE

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

The following were in attendance:

Board of Directors:

Dave DeMarco	Carmen Rasmussen	Michael Stevens
Donna Wright	Marilyn Sheldon	

Staff Members:

Greg Corn, Chief	Sandra Elvrom, Secretary
Martin McFalls, AC	Tom Maloney, Fire Marshal

CONSENT AGENDA

- A. Approve minutes of August 15, 2012, regular meeting.
- B. Approval of September Claims and Payroll
 - i. MFD Expense Fund \$ 155,721.77
 - ii. FD 12 Expense \$ 1,180.00
 - iii. MFD Payroll (excluding benefits) \$ 738,772.36
- C. Accept financial reports for the month ending August 31, 2012.

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

Motion carried (5-0)

INFORMATION ITEMS

Communications: The Board was distributed a copy of a letter from the City of Arlington to be discussed under current business.

COMMITTEE REPORTS

EMS Committee: Ambulance account recommendations:

Month	Charity	Collections	Bankruptcy
September	\$ 3,554.20	\$ 23,805.16	\$ 0

Motion was made by Rasmussen; seconded by Stevens to approve the September 2012 ambulance account recommendations.

MSO Matsumura and Finance Manager Reece attended an audit August 29, 2012 at Systems Design. Reece will report on audit at October Board meeting.

Motion carried (5-0)

STAFF BUSINESS

Captain Eligibility Testing: The top three candidates from the captain eligibility testing are Dan Schwartz, Jeff Tucker and Mark Cook. Corn reported that all ten candidates did very well and the scores were close. There will be some minor personnel changes to shifts.

Marysville City Council Annexation Committee: The City of Marysville council has formed an annexation committee to explore financial implications of annexing the City into Fire District 12. The committee members are Michael Stevens, Rob Toyer, and Jeff Seibert.

North Bend Recruit Academy: McFalls reported that recruits Tobin McGowan, Courtney Murdoch, and Patrick Ryan are all doing very well at the North Bend Academy, they are in their fifth week. Graduation will be held November 9th. FF Mullen has been on shift duty since August 27th, and is doing well.

Ambulance Purchase from Lynnwood: Corn reported that the District will be purchasing a reserve International EMS unit from Lynnwood Fire to replace Hazmat 61. It will serve as a Chemical Assessment Team (CAT) unit and be used in the County for in and out of District Hazmat responses. The cost will be between \$3,000 and \$5,000 and was in the 2012 budget. The Hazmat 61 trailer will be put into surplus.

Operations Report (Including August Incident Report):

McFalls reported on the August incident report: 936 alarms, 82 calls more than August 2011 which officially marks August 2012 our busiest August ever. The monthly average response time was 6:28 minutes. The District responded to 67 mutual aid calls and received mutual aid assistance 37 times. Mutual aid transports received were 19; mutual aid transports given were 16. Year to date, the district has provided 87 mutual aid transports and received 85 mutual aid transports.

Personnel/Overtime report:

August 2012	Dollars	Total Hours	Captain Shifts	Paramedic Shifts	Firefighter Shifts	Sick Leave Used
Full-time	\$ 35,497.42	675.00	7.00	1.00	8.00	784.00
Part time	\$ 7,749.00	430.00				
Month Total	\$ 43,246.42	1,105.00	7.00	1.00	8.00	784.00
YTD Totals	\$ 201,832.56	5,443.00	14.00	7.00	24.00	3,323.00

Overtime for August 2012 totaled \$ 43,246.42. Full-time overtime costs were \$ 35,497.42 and part-time overtime costs were \$ 7,749.00. YTD over time costs are \$ 201,832.56. Over time cost were the highest this month due to FMLA and long term time loss injuries. Overtime cost could have been higher but because members were willing to move Kelly days or cancel vacation days, it helped absorb some of the costs. McFalls thanked all members for being accommodating to help maintain staffing levels.

Fire Prevention: FM Maloney thanked Donna Wright and former Commissioner Kay Smith for their help at Touch-a-Truck. He also thanked volunteers Kay Smith, Jerry Jacobsen, Peggy Larsen, Rick Warthen and Shirley Warthen for spending time at the administration building putting together over 1,000 information packets and goodie bags for the District to hand out at public events.

Maloney reported that the Public Service Announcements (PSA) for home fire sprinkler systems will start November 5th and run through the month. The PSA will broadcast to over 105,000 homes in our region. Sheldon requested that Maloney send her the link.

Local 3219 Union Report: President Schoonover thanked the Board for their support in the Local participating in the MDA Fundraiser. The fundraiser was very successful; they raised \$6,200 in one day.

CURRENT BUSINESS

City of Arlington Fire Service Consolidation Meeting: The Board of Directors received a follow up letter from the City of Arlington's Mayor Tolbert asking fire agencies interested in participating in discussions exploring the feasibility of collaboration/partnership using Emergency Services Consulting International (ESCI) to submit a letter by October 1st expressing interest. Once Arlington has established a list of interested agencies, they will hold a meeting that would begin the feasibility study process and cost share of the fee for ESCI. After discussion, the Board directed Corn to submit a letter that he would like to attend the meeting with no commitment to the study.

NEW BUSINESS

Authorize Purchase of Connectivity Devices:

MDC & ESO Tablet Connectivity Devices-Available Tribal Gaming Funds Appropriation: Requesting authorization to appropriate \$15,000 of available Tribal Gaming Impact Funds for the purchase of cellular data connectivity devices for MDC and ESO tablets. Funding was originally established in the previous year budget; however attempts were made to utilize data connectivity devices included in the tablets. Due to connection issues with the SNOPAC system and required software components, the existing data connectivity devices provide an unacceptable quality of service that has impacted operational needs.

Motion was made by Wright; seconded by Demarco to approve Agenda Bill Item: MDC & ESO Tablet Connectivity Devices – Available Tribal Gaming Funds Appropriation.

Motion carried (5-0)

Authorize Purchase of Grant Funded Smoke Alarms

FEMA AFG-Prevention Grant Smoke Alarm Campaign: A request for approval to account for the recent award of a FEMA Assistance of Fire Act Grant (AFG) for Prevention within the Fire Prevention Division of the 2012 Budget. The Fire District was awarded a total of \$7,580.00 and is responsible for a 20% match of \$1,516.00.

Motion was made by DeMarco; seconded by Rasmussen to approve Agenda Bill Item: FEMA AFG-Prevention Grant Smoke Alarm Campaign.

Motion carried (5-0)

Schedule Budget Workshop: The Board scheduled the 2013 Budget Workshop for October 29, 2012, 4:00 pm, at Station 62.

CALL ON BOARD MEMBERS

- Wright complimented the crew and the fire prevention team for their work at the Touch-a-Truck event and said it was a lot of fun.
- McFalls participated in the MDA Fundraiser and shared that the community's generosity was very impressive.
- Rasmussen reported that at the Sno-Isle meeting September 6th, Mike Simmons, the Emergency Manager for Camano Island Fire and Rescue and the City of Stanwood did a presentation on Continuity of Operations Plan (COOP). This plan is put into play if a disaster should strike our district so that we are able to continue providing essential services to our members and our community. Rasmussen feels that it is prudent to have a COOP and that all Board members should have a copy. Maloney will create a draft and present it to the Board. Rasmussen also reported that at the Sno-Isle meeting they discussed holding the 2015 Annual Snohomish County Fire Commissioners Conference at the Tulalip Resort.
- Stevens thanked Maloney for getting the 1965 Engine to the Touch-a-Truck event; he said it was great to see it alongside the newer engine. Stevens also reported that he did a ride-a-long at Station 61 on August 30th. He said the crews work so well together and that it was compelling and humbling to watch. They do a great job!
- Maloney stated he would be taking care of the Continuity of Operations Plan.
- Sheldon thanked Donna for her help at the Touch-a-Truck and complimented Dan Schwartz, Jeff Tucker and Mark Cook on Captains testing.

ADJOURNMENT

With no further action required, the Board adjourned at 8:01 p.m.

Sandra Elvrom
Board Secretary

Date approved