

**MARYSVILLE FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
**NOVEMBER 20, 2013**

**CALL TO ORDER/FLAG SALUTE**

Vice-Chairperson DeMarco called the meeting to order at 7:00; Sheldon led the flag salute.

**The following were in attendance:**

Board of Directors:

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Michael Stevens	Gary Bontrager	Marilyn Sheldon
Dave DeMarco	Rob Toyer	

Staff Members:

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Greg Corn, Chief  
Martin McFalls, Assistant Chief  
Sandra Elvrom, Secretary

**MFD CONSENT AGENDA**

- A. Approve minutes of October 16, 2013, regular board meeting.
- B. Approve minutes of October 21, 2013, budget workshop
- C. Approve minutes of October 30, 2013, budget workshop.
- D. Approval of November Claims and Payroll:
  - i. MFD Expense Fund \$ 187,349.13
  - ii. MFD Payroll (excluding benefits) \$ 761,578.45

**Motion** was made by Bontrager; seconded by Toyer to approve the MFD Consent Agenda.  
**Motion carried (5-0)**

**SCFD#12 CONSENT AGENDA**

- A. Approval of November Claims:
  - i. MFD Expense Fund \$ 32.82

**Motion** was made by Sheldon; seconded by DeMarco to approve the SCFD#12 Consent Agenda.  
**Motion carried (3-0)**

**INFORMATION ITEMS**

**Committee Reports**

**EMS Committee:** Approval of November EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy
November	\$1,063.77	\$ 43,513.64	\$ 690.00

**Motion** was made by Bontrager; seconded by Toyer to approve the November 2013 ambulance account recommendations.  
**Motion carried (5-0)**

**Planning Committee:** McFalls reported that the committee is in the process of reviewing the District's Core Values and Mission Statement. The next meeting scheduled December 13th, 8:00, at Station 62.

**STAFF BUSINESS**

**No Secrets Labor Symposium:** Corn reported that he attended the No Secrets Labor Symposium with Union President, Jason Tucker. Some of the information covered were the challenges facing the fire industry, communication for different learning styles, occupational stress, substance abuse and suicides. There were also good presentations from L&I and active shooter incidents. Corn said the symposium overall was very good.

**2014 Personnel Staffing Moves:** There will be personnel staffing moves effective January 1, 2014. McFalls thanked personnel for their cooperation.

**Operations Report (Including October Incident Report):** In October we had 906 calls, 22 more calls than in October of 2012. The average response time for last month was 6:23. We received 17 mutual aid transports, and provided 10 transports for other agencies. Our total number of transports for October was 418, with 292 of those being Basic Life Support and 126 being Advanced Life Support.

**Personnel/Overtime Report:**

<b>October 2013</b>	Dollars	Total Hours	Captain Shifts	Paramedic Shifts	Firefighter Shifts	Sick Leave Used
Full-time	\$ 25,702.32	453.00	4.50	1.00	0.00	488.00
Part time	\$ 1,098.00	61.00				
<b>Month Total</b>	<b>\$ 6,800.32</b>	<b>514.00</b>	<b>4.50</b>	<b>1.00</b>	<b>0.00</b>	<b>488.00</b>
YTD Totals	\$ 57,603.61	7,649.25	27.00	42.50	34.50	3,700.50

October's full-time overtime cost were \$ 25,702.32; Part-time overtime costs were \$ 1,098, while keeping part-time member hours at or below 120 hours total.

Jonathan Glasson is back from North Bend Academy and is on B shift. We have reserved two spots at the Academy for January 23rd, entry level testing is currently underway to fill these two positions.

**Fire Prevention Report:** Fire Marshal Maloney was absent from the meeting. Prevention report was included in Board packets.

**Local 3219 Union Report:** President Jason Tucker reported on the follow:

- Tucker shared a video of November 14th's Firefighter Coats for Kids event at Liberty Elementary. The Local was able to provide 5 classrooms with brand new coats through donations. Tucker gave a big thank you to all who helped and to Ray and Lisa Hancock for their generous donation. It was a great experience and their goal is to provide coats for the entire school next year.
- Chief Corn and Tucker attended the No Secrets-Labor Management Symposium conference in Issaquah. Tucker shared that the conference had good subject information such as Firefighter mental health and cancer screening.

- The Local will be holding their annual holiday food drive on December 9, 10, and 11. They will be out in front of Safeway with Santa collecting food and monetary donations.
- The Local will be participating in the City of Marysville Holiday Parade December 7th.

## ***PUBLIC HEARING***

Chief Corn reviewed the 2014 budget highlighting the increase in Assessed Value of approximately 8%, generating roughly \$340,000 more in revenue. Corn also highlighted the following budget highlights:

- Hiring 2 additional firefighters
- Hiring Part-time mechanic
- Purchase of 2 ambulances
- Commitment to training programs
- Replacement of staff vehicle
- Purchase web based scheduling program
- Command Level training module

Vice-chairman DeMarco opened the public hearing at 7:20 p.m. and solicited public comment. Seeing none, the hearing was closed at 7:20 p.m.

## ***NEW BUSINESS***

**Board of Directors E-mail Information:** Attorney Grant Weed advised the District to set the Board of Directors up with business email addresses to conduct all District business. Home computers could be subject to the Public Disclosure Act if requested. New email addresses will be set up for Commissioners Bontrager, DeMarco, and Sheldon. Boardmembers Stevens, Toyer and Wright will continue to use their emails set up through the City of Marysville. A policy will be put into place to support these changes.

**Snohomish County Financial Service Contract:** Chief Corn reported that the Districts current Snohomish County Financial Services Contract is up for renewal as of January 1, 2014. Included in the packets were both the new contract and a letter summarizing any changes from the previous agreement. This contract for financial services is applicable to both Marysville Fire District and Snohomish County Fire District #12. Commissioner Bontrager pointed out concern for the fee schedule and the hourly rate. Chief Corn requested authorization to execute the contract on behalf of Marysville Fire District and Snohomish County Fire District #12.

**Motion** was made by Sheldon, seconded by Stevens to authorize the Fire Chief to execute the Snohomish County Financial Services contract on behalf of Marysville Fire District and Snohomish County Fire District #12.

### **Motion carried (5-0)**

**Small and Attractive Asset Disposal Report:** Included in the Board packets were the report details for some small and attractive assets which have been identified as exceeding their life expectancy, no longer functioning and beyond repair, or no longer providing usefulness to the District. They have been compiled, reviewed by the Fire Chief, and disposed of in accordance with Marysville Fire District Policy #6097 – Capital Asset Management System. This is an information item, no action necessary by the Board.

**2014 Budget Resolutions:** Included in the Boards packet were the worksheets, resolutions, and certifications necessary to implement and authorize the 2014 budgets for both MFD and SCFD #12 Funds, and the SCFD #12 Regular and EMS Levies.

The budgets submitted for all funds (except the MFD Expense Fund and MFD Apparatus Fund) are identical to those presented at the previous budget workshop. The MFD Expense Fund appropriations were reduced by \$78,017 and the MFD Apparatus Fund appropriations were increased by \$80,000. County A/V estimates remain consistent with previous reports.

**2013A-1, "A Resolution Authorizing the 2014 Regular Levy":**

**Motion** was made by DeMarco; seconded by Sheldon to approve Resolution 2013A-1 "A Resolution Authorizing the 2014 Regular Levy."

**Motion carried (3-0)**

**2013A-2, "A Resolution Authorizing the 2014 EMS Levy":**

**Motion** was made by DeMarco; seconded by Sheldon to approve Resolution 2013A-2 "A Resolution Authorizing the 2014 EMS Levy".

**Motion carried (3-0)**

**2013A-3, "A Resolution Adopting the 2014 Operating Budget and Levy Certification":**

**Motion** was made by DeMarco; seconded by Sheldon to approve Resolution 2013A-3 "A Resolution Adopting the 2014 Operating Budget and Levy Certification".

**Motion carried (3-0)**

**2013B-3, "A Resolution Adopting the 2014 Operating Budget":**

**Motion** was made by Stevens; seconded by Bontrager to approve Resolution 2013B-3, "A Resolution Adopting the 2014 Operating Budget".

**Motion carried (5-0)**

**Snohomish County EMS Council Inter-local Agreement:** Included in the Board packet was a copy of the updated Snohomish County EMS Council Inter-local agreement. The agreement was last updated in 1994.

**Motion** was made by Sheldon; seconded by Toyer to authorize the fire chief to execute the Snohomish County EMS Council Inter-local agreement on behalf of the District.

**Motion carried (5-0)**

## ***CALL ON BOARD MEMBERS***

- McFalls thanked Union President Tucker for the Coats for Kids event at Liberty Elementary. The staff were very appreciative.
- Bontrager thanked the Union for their efforts with the Coats for Kids and the food drive. Bontrager asked how long the Full-time Firefighter eligibility list that is being established is good for. Corn answered, a year unless extended by Board action up to an additional year.
- Toyer complimented the Local on a great job with the Coats for Kids event.
- Sheldon thanked the Firefighters for their good work in supporting the Coats for Kids
- Tucker thanked the Marysville Firefighters Association for donating \$500 to the Coats for Kids.
- DeMarco thanked staff for the wonderful meal provided at the Sno-Isle Commissioners meeting hosted by MFD.

**RECESS**

The Board recessed at 7:42 p.m. for a ten minute break and called for a thirty minute Executive Session.

**EXECUTIVE SESSION**

Executive Session convened at 7:52 to discuss Labor relations pursuant to RCW 42.30.140 (4) (a).

At 8:22 the Board of Directors announced a thirty minute extension to the executive session.  
At 8:52 the Board of Directors announced a twenty minute extension to the executive session.

**RECONVENE**

The Board reconvened from Executive Session at 9:12 p.m.

**ADJOURNMENT**

With no further action required, the Board adjourned at 9:12 p.m.

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Sandra Elvrom  
Board Secretary

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Date approved