

**MARYSVILLE FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
**FEBRUARY 19, 2014**

**CALL TO ORDER/FLAG SALUTE**

Chairperson DeMarco called the meeting to order at 7:01; DeMarco led the flag salute.

**The following were in attendance:**

Board of Directors:

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Michael Stevens	Marilyn Sheldon	Donna Wright
Dave DeMarco	Rob Toyer	

Absent: Gary Bontrager

Late Arrival: Marilyn Sheldon

Staff Members:

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Greg Corn, Fire Chief

Martin McFalls, Assistant Fire Chief

Sandra Elvrom, Secretary

**MFD CONSENT AGENDA**

- A. Approve minutes of January 15, 2014, regular board meeting.
- B. Approval of February Claims and Payroll:
  - i. MFD Expense Fund \$ 276,846.67
  - ii. MFD Payroll (excluding benefits) \$ 803,565.87
- C. Excuse Commissioner Bontrager from February 19, 2014 regular meeting.

**Motion** was made by Wright; seconded by Toyer to approve the MFD Consent Agenda.

**Motion carried (4-0)**

**SCFD #12 CONSENT AGENDA**

- A. Approval of February Claims:
  - i. SCFD #12 Expense Fund \$ 31.41

**Motion** was made by DeMarco; seconded by Sheldon to approve the SCFD #12 Consent Agenda.

**Motion carried (2 -0)**

## **INFORMATION ITEMS**

### **Communications**

- WFCAs Seminars: Ocean Shores and Chelan

### **Committee Reports**

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

<b>Month</b>	<b>Charity</b>	<b>Collections</b>	<b>Bankruptcy</b>
February	\$2,860.20	\$ 43,973.32	\$ 496.20

**Motion** was made by Toyer; seconded by Wright to approve the February 2014 ambulance account recommendations.

**Motion carried (5-0)**

**Planning Committee:** Stevens reported that the committee members are in the process of performing a Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis on each division of the district. The next meeting is March 8th, 8:00 am, at Station 62.

## **STAFF BUSINESS**

**City Fire and EMS Study Update:** The study is underway and the consultants are working with the City. Stevens reported that the City Council has scheduled interviews with the consulting firms.

**BNSF Donated Breathing Air Compressor:** Through a contact of Captain Aaron Soper, BNSF Railroad donated a breathing air compressor. The compressor will be placed at Station 61. The acceptance of the donation does not require approval by the Board.

**WSRB Evaluation:** The City of Marysville and SCFD 12 will be evaluated by the Washington Surveying and Rating Bureau (WSRB). The WSRB is a property rating risk assessment company that provides safety ratings for the insurance industry. The last evaluation done in 1995 rated the City and the District a class 4 and District 20 a class 6.

**Public Records Request:** The District received a very extensive public records request which included personnel training and curriculum records for members. During the process of compiling the records, the citizen cancelled the request.

**Operations Report (Including January Incident Report)** McFalls reported that in January we responded to 918 calls, 41 more calls than January of 2013. The average response time was 6:23 minutes. We received 9 mutual aid transports and provided 6 transports for other agencies in January. Our total number of transports for January was 395, with 302 of those being Basic Life Support (BLS) and 93 being Advanced Life Support (ALS).

**Quil Ceda Village Report:** Included in the board packets was a copy of the 2013 Quil Ceda Village Annual Report. McFalls reported that the District responded to a total of 523 calls in 2013 within the Quil Ceda Village area. The report also included the 2013 Fire Prevention Division report which reflected the fire prevention activities with Quil Ceda Village and Tulalip Tribes staff, and our Fire Prevention Division code enforcement efforts from January 1 through December 31, 2013.

**Personnel/Overtime Report**

<b>January 2014</b>	<b>Dollars</b>	<b>Total Hours</b>	<b>Captain Shifts</b>	<b>Paramedic Shifts</b>	<b>Firefighter Shifts</b>	<b>Sick Leave Used</b>
Full-time	\$ 58,249.15	1,080.00	6.00	6.00	9.00	600.00
Part time	\$ 1,710.00	95.00				
<b>Month Total</b>	<b>\$ 59,959.15</b>	<b>1,175.00</b>	<b>6.00</b>	<b>6.00</b>	<b>9.00</b>	<b>600.00</b>
YTD Totals	\$ 59,959.15	1,175.00	6.00	6.00	9.00	600.00

Full-time overtime for January was \$58,249.15, the Part-time overtime was \$1,710.00.

**Fire Prevention Report:** Report was included in the Board packets.

**Local 3219 Union Report:** Union President Jason Tucker informed the board of the Coats for Kids event that will be held at Shoultes Elementary School on Saturday, March 8th. Tucker will email the board with further details.

Tucker requested that the position of Battalion Chief of Training and Safety be addressed under New Business, emphasizing the need for the position to be filled immediately.

**Motion** was made by Stevens; seconded by Toyer to add the discussion of the Battalion Chief Training and Safety position to New Business.

**Motion carried (5-0)**

***NEW BUSINESS***

**Battalion Chief of Training Position:** Chief Corn requested, per RCW, the Battalion Chief of Training and Safety position be discussed under Executive Session.

It was the consensus of the Board to move this item to Executive Session.

**CALL ON BOARD MEMBERS**

- Sheldon apologized for arriving late to the meeting.

**RECESS**

The Board recessed at 7:25 p.m. for a five minute break and called for a twenty minute Executive Session for the purpose of discussing the Battalion Chief of Training and Safety position.

**EXECUTIVE SESSION**

Executive Session convened at 7:30 to discuss Labor relations pursuant to RCW 42.30.140 (4) (a).

Extended the Executive Session for 15 minutes at 7:50.

**RECONVENE**

The Board reconvened from Executive Session at 8:03 p.m.

**ADJOURNMENT**

With no further action required, the Board adjourned at 8:04 p.m.

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Sandra Elvrom  
Board Secretary

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Date approved