

MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
SEPTEMBER 17, 2014

CALL TO ORDER/FLAG SALUTE

Chairperson DeMarco called the meeting to order and led the flag salute at 7:00 p.m.

The following were in attendance:

Board of Directors:

Gary Bontrager	Dave DeMarco
Marilyn Sheldon	Rob Toyer
Michael Stevens	

Absent: Donna Wright

Staff Members:

Greg Corn, Fire Chief
Martin McFalls, Assistant Fire Chief
Sandra Elvrom, Secretary
Paula DeSanctis, Secretary

PRESENTATIONS: SERVICE AWARDS

Chief Corn presented service awards to the following Honorees:

5 Years: Not Present: Jason Huizenga, Tobin McGowen, and Anthony Savage

10 Years: Ryan Swobody, David Burlingame, Tyler Dormaier, Sam Eagle, and Noah Pester;
Not present: Trevor Trueax.

15 Years: Mirco Piazzzi; **Not present:** Brent Carlson, Tim Gunn, and Ty Siegert.

20 Years: Keoni Brown, Jeff Cole, Aaron Soper, Keith Taylor, Russell Colmore, Cal Droke, and Terry Matsumura. **Not present:** Craig Milless and Jason Tucker.

25 Years: Carl Lewis; **Not Present:** James Mizell.

30 Years: Russ Bennett, and Bob Magee; **Not Present:** Dan Hageman,

Chief Corn thanked all of the recipients for their hard work and dedication to the District and our community.

RECESS

At 7:10, Chairperson DeMarco called for a five minute recess for guests to be dismissed.

RECONVENE

The Board reconvened at 7:10.

MFD CONSENT AGENDA

- A. Approve minutes of August 20, 2014, regular board meeting.
- B. Approval of September Claims and Payroll:
 - i. MFD Expense Fund \$ 170,769.20
 - ii. MFD Payroll (excluding benefits) \$ 818,910.40
- C. Excuse Board member Donna Wright from September 17, 2014, regular Board Meeting

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

Motion carried (5-0)

COMMITTEE REPORTS

EMS Committee: Approval of September EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy
September	\$ 3,660.90	\$ 43,901.69	-

Motion was made by Toyer; seconded by Sheldon to approve the September 2014 ambulance account recommendations.

Motion carried (5-0)

Planning Committee: The planning committee will meet Friday, September 26th, at 9:00 am, at Station 62.

STAFF BUSINESS

WA. Survey & Rating: Corn reported that we are still waiting to receive the results from the Washington Surveying & Rating Group.

City Fire and EMS Study: City Council will review the report submitted by the City's consultants at the next meeting, Monday, September 22nd. Corn stated that both he and McFalls will be in attendance and encouraged District 12 Commissioners to attend as well.

Board member Tablets: Division Chief Neuhoff distributed the new tablets to the Commissioners this evening. Commissioners were instructed to contact Neuhoff directly for help with set up.

Station 65 remodel: Division Chief Neuhoff reported that the bid received for the bathroom remodel for Station 65 was way over the projected costs. Neuhoff suggested we utilize the formal bid process to obtain more bids.

State Auditors: Chief Corn reported that the State Auditors have been in the office for the past two weeks. They conducted an entrance conference stating that they would be focusing on accountability in the following areas; payroll, bidding and procurement requirements, and third party receipting. Corn informed the Board that they will all be invited to the auditors exit conference.

Life Safety Achievement Award: Chief Corn Congratulated Fire Marshal, Tom Maloney and the Fire Prevention Division on receiving the 2013 Life Safety Achievement Award.

Operations Report (Including August Incident Report): Chief McFalls reported that in August, we had 1037 call which was 68 alarms over August 2013. It is the first time in the history of the department that we have had consecutive months over 1000 calls. The average response time for August was 6 minutes, 23 seconds. We responded to a total of 68 times out of district in August, providing hospital transport for 13 of those patients and we received neighboring assistance for 21 transports from those districts. The total number of hospital transports in August was 479, with 366 (74%) of those being Basic Life Support and 113 (26%) being Advanced Life Support.

Personnel/Overtime Report:

August 2014	Dollars	Total Hours	Captain Shifts	Paramedic Shifts	Firefighter Shifts	Sick Leave Used
Full-time	\$ 48,377.09	885.50	16.00	2.00	4.00	436.00
Part time	\$ 1,647.00	91.50				
Month Total	\$ 50,024.09	977.00	16.00	2.00	4.00	436.00
YTD Totals	\$ 510,087.92	10,700.75	94.50	54.00	103.50	5,695.25

August full-time overtime was \$48,377.09, and part-time overtime was \$1,647.00.

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

Local 3219 Union Report: Vice President, Chad Hale gave a reminder of the Labor Management Meeting to be held on Thursday, September 18, 2014, and that the local is looking forward to resuming planning committee meetings. Hale also reached out to all in attendance for leads on donations for the upcoming Coats for Kids.

OLD BUSINESS

“Draft” Letter to SNOPAC Board of Directors Regarding New World: At the request of the Board, a letter was drafted and addressed to SNOPAC requesting their definition of failure in providing software products pursuant to the New World Contract. The letter was distributed to all Board members in the Board packets and a revised copy distributed this evening. All Board members were in agreement on the letters content.

Motion was made by Toyer; seconded by Sheldon to approve sending the letter as drafted to SNOPAC and CC (Carbon Copied) to SnoCom Board of Directors, Sno-IsI, Fire Commissioners Association, and Snohomish County Fire Chiefs Association.

Motion carried (5-0)

Executive Search Consultants – Chief Job Description: Chief Corn spoke with Lake Stevens Fire Chief regarding a joint search for his replacement when he retires. He indicated that they will most likely use the services of Prothman. Additionally, they discussed if there might be any interest in exploring potential consolidation in the future. DeMarco suggested that the Chiefs schedule a formal meeting with all interested parties to discuss different options. At the next Board meeting the Board will choose which company they will use for the executive search.

NEW BUSINESS

Agenda Bill 2014 Capital Asset Inventory: The Marysville Fire District has performed a complete and full audit of its Capital Asset Inventory System in accordance with Policy 6097. As a result of this audit, a reconciliation report has been generated by Division Chief Neuhoff. The District is asking for the acceptance of the Reconciliation Report and authorization of capital assets removal from the CAIS from the Board.

Motion was made by Stevens; seconded by Toyer to approve the Agenda Bill 2014 Capital Asset Inventory.

Motion carried (5-0)

Agenda Bill Stryker Cots- Purchase Approval and Budget Re-Appropriation:

The District is asking for the Boards approval for the purchase of (2) Stryker Ambulance Cots from the Marysville Fire District Apparatus Fund (781-72) and authorize the re-appropriation of existing line item 594.22.640 as proposed.

This request is for the purchase authorization of two (2) Stryker Power Pro XT Ambulance Cots. The total cost for these units will total approximately \$30,117.15; which is cost savings of 30% over normal pricing and includes seven years maintenance and repairs for each cot. We are requesting this purchase be authorized under the current fund level budget appropriation for the Marysville Fire District Apparatus Fund 781-72.

Motion was made by Sheldon; seconded by Stevens to approve the purchase of (2) Stryker Ambulance Cots from the Marysville Fire District Apparatus Fund (781-72) and authorize the re-appropriation of existing line item 594.22.640 as proposed.

Motion carried (5-0)

Agenda Bill SCFD #12 Expense Fund Budget Amendment – Resolution 2014A-2:

This proposal is to amend the 2014 Snohomish County Fire District 12 Expense Fund budget as a result of the refunded property taxes attributed to the Tribal Trust Land Exemption Ruling. Snohomish County Treasurers office has estimated the maximum tax refund liability to be \$500,645.

The budget amendment proposed would account for this unanticipated expenditure as well as updated revenue projections and an additional line item of \$6,500 for ordinary property tax refunds attributed to missed exemptions such as senior citizen, agriculture, etc... The total budget appropriation would increase from the \$2,939,389 to \$3,442,323. Please note that the actual refunded property taxes are estimated to be less than the maximum amount budgeted for. At this time the County has refunded approximately \$393,000.

The District is requesting the approval of the Amendment of the 2014 SCFD #12 Expense Fund Budget as proposed.

Motion was made by Bontrager; seconded by DeMarco to approve the Agenda Bill SCFD #12 Expense Fund Budget Amendment Resolution 2014A-2.

Motion carried (3-0)

Agenda Bill Staffing Proposal: The District is requesting to hire two full-time fighters to be assigned to a 24 hour line position. The reason for this request is that we cannot retain enough part-time personnel to fill the needed amount of part-time duties, resulting in reduced daily staff levels or full-time overtime callback to achieve minimum daily staff levels. Bontrager suggested that the Part-time firefighter program be re-evaluated with options of increasing pay and

providing benefits. The current entry level firefighter list can allow the hiring process to be completed by October 1st. Hiring two full-time positions will have an immediate impact on crew and public safety, schedule stability and service levels. Stevens suggested that the board add to the 2015 planning sending two candidates to Harborview paramedic training next fall.

The District is requesting the Boards approval for the hire of (2) entry level firefighters effective October 1, 2014.

Motion was made by Stevens; seconded by Toyer to approve the Agenda Bill Staffing Proposal as discussed.

Motion carried (5-0)

14th Ave "No-man's" land: Commissioner Sheldon spoke in regards to the rising concern of a portion of tribal land that is not within Marysville Fire District or within District 15's response area. This area is not within any emergency responder's area. Following this discussion Chief Corn stated he will speak with the Tribal Board of Directors regarding coverage options for this area.

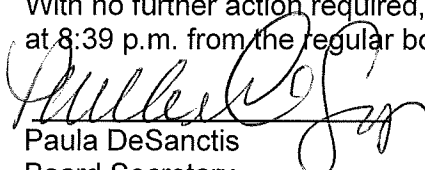
North County Regional Fire Authority Letter: North County Regional Fire Authority (NCRFA) sent MFD a letter asking if we were interested in a joint venture in the search for a new fire chief and if the District has any interest in working more closely with any other departments in our region. After discussion, the consensus was to take no action, to wait and see which direction the City of Marysville will take after reviewing the results from the study. Chief Corn will contact NCRFA to inform them of our position.

CALL ON BOARD MEMBER

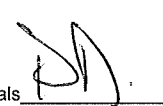
- **Bontrager** thanked Chief McFalls for his hard work on the amendment and asked that we look into what more can be offered to our part-time firefighters.
- **Toyer** offered congratulations on all service awards presented.
- **Sheldon** reminded the Board of Tulalip Tribes Raising Hands being held Saturday, October 25th. She also expressed congratulations to all recipients of service awards as well as the Life Safety Award received by the Fire Prevention Department. Sheldon thanked Division Chief Neuhoff for his submitted reports.
- **Chief McFalls** thanked the Board for the approval of the submitted Staffing Proposal Agenda Bill. He set a date of Tuesday, September 23, 2014 at 9:00 am, with the Board for four interviews to fill the two new full time fire fighter positions.
- **Stevens** commented that the Touch a Truck event on Saturday, September 13, 2014 at Asbery Field the past weekend was a success. He also commented that he would like to see upgraded cots on the 2015 budget.
- **DeMarco** revisited the discussion on the tribal land asking that a District Attorney be contacted regarding billing possibilities. DeMarco also expressed his concern about the expansion of the part-time program and that he is opposed to expanding the part-time firefighter program. Vice-President Hale agreed with DeMarco's concerns regarding the part-time program.

ADJOURNMENT

With no further action required, motion was made by Stevens; seconded by Sheldon to adjourn at 8:39 p.m. from the regular board meeting.


Paula DeSanctis
Board Secretary

10/15/14
Date approved



Fire Prevention Report

September 17, 2014

- The total fire loss for 2014:
 - There were 14 fire incidents investigated thus far in 2014, with \$2.1 million in assessed value and over \$1.1 million in fire loss.
- We enjoyed steady interaction at National Night Out and got to see over 200 people.
- We provided bike helmets to the library for their reading program. Assistant Fire Marshal VanBeek fitted the winners.
- We hosted the Snohomish County Fire Prevention Symposium at Station 66 on the 9th it was well attended.
- We also hosted a user retreat for Tegriss on September 3, we had over 30 people in attendance and made some recommendations for improvements.
- We participated in Touch-A-Truck on the 13th.

Public Education

Number of Public Education Attendees

Program	Current Month	Year to date
Preschool Program	0	265
Elementary Age (K-5)	0	1181
Station Tours	0	181
Smoke Alarm Installations	0	4
Youth Fire-Setter Interventions	0	0
Helmet Fittings	5	25
Public Events	600	1935

Marysville Fire District 2014 Fire Incident Totals

Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	3	2	0	1	2	1	0	0	\$ 749,548.00	\$ 545,249.00
February	0	0	0	0	0	0	0	0	0	0
March	2	1	1	0	2	0	0	0	\$ 480,000.00	\$ 290,000.00
April	0	0	0	0	0	0	0	0	0	0
May	3	2	0	1	3	0	0	0	\$ 541,238.00	\$ 195,042.00
June	2	1	0	1	1	0	0	1	\$ 130,000.00	\$ 50,000.00
July	0	0	0	0	0	0	0	0	0	0
August	4	3	0	1	3	1	0	0	\$ 291,700.00	\$ 68,000.00
September	0	0	0	0	0	0	0	0	0	0
October										
November										
December										
Totals	14	9	1	4	11	2	0	1	\$ 2,192,486.00	\$ 1,148,291.00

