

# MARYSVILLE FIRE DISTRICT

## BOARD OF DIRECTORS MEETING

December 17, 2014

### **CALL TO ORDER/FLAG SALUTE**

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

### **The following were in attendance:**

#### Board of Directors:

Dave DeMarco	Gary Bontrager
Rob Toyer	Donna Wright
Michael Stevens	

#### Staff Members:

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

**Absent:** Marilyn Sheldon was excused from the December 17, 2014 Regular Board Meeting.

### **PRESENTATIONS:**

Chief Corn swore in newly hired full-time Firefighters Brian Merkley, Cody Hamblin, Ryan Hopp, and full-time Firefighter/Paramedic Garrett Mooney.

### **RECESS**

At 7:05 pm, Chairperson DeMarco called for a ten minute recess for guests to be dismissed.

### **RECONVENE**

The Board reconvened at 7:15 pm.

### **MFD CONSENT AGENDA**

- A. Approve minutes of November 19, 2014, regular meeting.
- B. Approval of December Claims and Payroll:
  - i. MFD Expense Fund \$ 211,639.65
  - ii. MFD Payroll (excluding benefits) \$ 820,475.26
  - iii. MFD Apparatus Fund \$ 29,616.43

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

**Motion carried (5-0)**

### **SCFD #12 CONSENT AGENDA**

- A. Approval of December Claims:
  - i. SCFD #12 Expense Fund \$ 376.20

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

**Motion carried (2-0)**

**INFORMATION ITEMS**

**Communications:**

**Committee Reports**

EMS Committee: Approval of December EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy
December	\$1,570.26	\$20,307.62	\$0

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

**Motion carried (5-0)**

**Planning Committee:** Nothing current to report. The Planning Committee will be meeting once a quarter. Next meeting has not been scheduled as of yet.

**Personnel Committee:** The Personnel Meeting has been scheduled for Friday, January 9, 2015, 9:00 am at the Marysville Fire District Administration Office to conduct Captain Interviews.

**2015 FD12 and MFD Final Budget:** Finance Manager Reece included the 2015 FD12 and MFD Final Budget in the Board Packets.

**STAFF BUSINESS**

**Operations Report (Including November Incident Report):** In November we had 986 calls, 119 more alarms than November of 2013. The average response time for November was 6 minutes, 20 seconds. We had 43 calls out of district in November and provided 6 transports while we received 15 from other departments. The total number of hospital transports in November was 420, with 334 of those being Basic Life Support and 86 being Advanced Life Support.

**Personnel/Overtime Report:**

November 2014	Dollars	Total Hours	Captain Shifts	Paramedic Shifts	Firefighter Shifts	Sick Leave Used
Full-time	\$ 36,284.80	651.50	3.00	2.00	3.00	941.25
Part time	\$ 1,521.00	84.50				
<b>Month Total</b>	<b>\$ 37,805.80</b>	<b>736.00</b>	<b>3.00</b>	<b>2.00</b>	<b>3.00</b>	<b>941.25</b>
YTD Totals	\$ 690,186.03	14,120.00	111.50	66.00	137.50	7,847.00

For November, the F/T overtime was \$36,284.80, the part-time overtime was \$1,521.00.

McFalls reported that King County Peer Support was back on December 3<sup>rd</sup> providing crisis management training for MFD member spouses and significant others.

McFalls shared that The Community Recovery Committee sponsored by Tulalip Tribes, Marysville School District, and the City of Marysville continues to meet. He shared copies of the December 15th agenda and the related handouts that were covered during that meeting.

McFalls made the Board Members aware that the District has approved personnel to purchase and wear MFD/Seahawk T-shirts and sweatshirts on Fridays and Sundays during the remainder of the season and through Super Bowl Sunday. McFalls extended the offer to purchase a T-shirt or sweatshirt for each Board Member. McFalls expressed his thanks to our Association past and current Presidents Cody Hamblin and Aaron Bontrager for coordinating the project.

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

**Local 3219 Union Report:** Union Representative, Krista Longspagh, reported the food drive held at Safeway on December 10, 11, and 12<sup>th</sup> was a huge success. The event raised \$3,300.00 and two truckloads of food for the Marysville Food Bank. Krista also shared the joy and excitement expressed by the kids who received new coats from the Coats for Kids event held earlier that morning at Shoultes Elementary. She passed along how appreciative all the teachers were to everyone involved in bringing smiles to all those little faces. Krista thanked the Tribe and all who made generous donations to make this event possible.

## **OLD BUSINESS**

**Regional Fire Authority – Between Marysville and Fire District #12:** Chief Corn reviewed the letter received from the City of Marysville inviting the District to begin the planning process of forming a Regional Fire Authority. The City Council has appointed three members to the planning committee. Chief Corn has contacted Brian Snure and has asked him to represent Fire District 12 as their legal representative. It was suggested by Chief Corn that the Committee meet to discuss issues and establish a plan before the first meeting.

**Executive search consultants – Chief job description:** Chief Corn informed the Board that Greg Prothman will be attending the Marysville Fire District January 2015 Board Meeting to answer any questions they may have in regards to the executive search. Chief Corn suggested that a couple things be added to the Chief Job Description. First, that the Board establish a salary range for the Fire Chief position. Second, that the Board determine if they want to include a residency requirement.

**Adopt Planning committee recommendation for: Mission Statement, Vision Statement & Core Values:** The Board reviewed and approved the Mission, Vision, and Core Values Statement that was included in the Board packets.

**Motion** was made by Stevens; seconded by Bontrager to adopt the Planning Committee recommended Mission Statement, Vision Statement, and Core Values.

**Motion carried (5-0)**

**SNOPAC New Word Response:** There was no further discussion in regards to the SNOPAC New World letter. Chief Corn did report that the next updated version would be available in January 2015.

## **NEW BUSINESS**

### **MFD Resolution 2014B-4 – “An Order Covering Indexes for Public Records:”**

The Marysville Fire District Administration finds that maintaining an index is unduly burdensome, costly, and would interfere with the district's operation as described in RCW 42.56.070 (4). Further, the fire district shall maintain a file system that enables efficient and effective means to provide the public full access to information concerning the conduct of government.

**Motion** was made by Wright; seconded by Toyer to adopt Resolution 2014B-4 “An Order Covering Indexes for Public Records.”

**Motion carried (5-0)**

### **MFD Resolution 2014B-5 – “A Resolution Adopting the Human Resource Manager as the Public Records Officer of the Marysville Fire District:”**

RCW 42.56.580 requires that all state and local government agencies “appoint and publicly identify a public records officer whose responsibility is to serve as a point of contact for members of the public in requesting disclosure of public records and to oversee the agency's compliance with the public records disclosure requirements” under Washington law, and it has been determined that the appropriate party to be the public officer for the Marysville Fire District.

**Motion** was made by Bontrager; seconded by Toyer to adopt Resolution 2014B-5 “A Resolution Adopting the Human Resource Manager as the Public Records Officer of the Marysville Fire District.”

**Motion carried (5-0)**

**Consider 2015 Non-Represented Salaries:** Chief Corn requested that the Board approve a 2% percentage increase for all Non-Represented Personnel. Corn provided a hand out which included all involved current salaries and the projected salaries with a 2% increase.

**Motion** was made by Stevens; seconded by Toyer to approve a 2% increase for all Non-Represented Salaries in 2015 within the Marysville Fire District.”

**Motion carried (5-0)**

## **CALL ON BOARD MEMBERS**

**Bontrager** – Reviewed the past year as challenging. There was a federal tribal trust land exemption ruling which resulted in a property tax refund of approximately \$393,000.00; we were one of many to assist in the tragedy of the OSO mudslide; and Marysville Fire District had the grueling task of being the first responders to the tragedy at Marysville Pilchuck High School. Bontrager expressed, though a tough year, he couldn't be more proud of how the District conducted themselves throughout these terrible situations. Bontrager ended by wishing everyone a Merry Christmas and Happy New Year.

**DeMarco** – Stated this was his last meeting as MFD Chairperson. The Board appointed Michael Stevens as the 2015 MFD Chair. All other assignments will be appointed at the January 2015 Board Meeting.

All other Boardmembers echoed what Bontrager expressed and wished everyone a very Merry Christmas.

***ADJOURNMENT***

With no further action required, motion was made by Bontrager; seconded by Stevens to adjourn at 7:40 pm from the regular board meeting.

**Motion carried (5-0)**

\_\_\_\_\_  
Paula DeSanctis  
Board Secretary

\_\_\_\_\_  
Date approved

## Paula DeSanctis

---

**From:** Darryl Neuhoff  
**Sent:** Thursday, December 18, 2014 4:48 PM  
**To:** MVFDALL  
**Subject:** New World Go Live Date Announced

**As of this morning, the SNOPAC Board has approved a go-live date of June 9, 2015 for New World CAD and RMS.**

As such, we will begin to ramp up training, data entry, and hardware configurations. The training room 62A will become dedicated to only New World Systems training beginning February 1 through June 30, and will not be available for other uses; there will be computers, projectors, and tables set up for continuous use by outside agency personnel. Station 62 will need to be cognizant of non Marysville Fire District personnel accessing the training room at most anytime between 0700 hours – 2200 hours.

Training for Marysville Fire District personnel will begin after Subject Matter Experts are selected for each shift and trained in all aspects of the Records Management Systems. BC Droke will be spearheading this aspect of the implementation for Marysville Fire District.

For clarification, the SNOPAC decision only affects SNOPAC; the SNOCOM Board has not yet met to address the recommendations of the New World Systems Core Committee. As of now, only SNOPAC agencies are going live on June 9. SNOCOM is expected to consider the issue on January 8.

More to follow.

Darryl Neuhoff, Deputy Chief  
Marysville Fire District  
[dneuhoff@marysvillewa.gov](mailto:dneuhoff@marysvillewa.gov)  
360 363-8503  
360 659-1382 Fax

Marysville Fire District  
1094 Cedar Ave  
Marysville, WA 98270  
360 363-8500  
360 659-1382 Fax

[www.marysvillefiredistrict.com](http://www.marysvillefiredistrict.com)

*"To become a leader requires the willing cooperation of a following; forced compliance is nothing more than authority, while leadership is manifested out of the desire of others."*

This electronic message transmission contains information from Marysville Fire District, which may be confidential or privileged. The information is intended to be for the use of the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this transmission is prohibited. If you have received this electronic message transmission in error, please notify us immediately by reply e-mail and delete the original message. Thank you.



**Paula DeSanctis**

---

**From:** Chelsie Reece  
**Sent:** Thursday, January 15, 2015 3:54 PM  
**To:** Paula DeSanctis  
**Subject:** Updated Agenda A/P Figures

Hello Paula,

We had a couple last minute additions to the apparatus fund a/p batch. Please update the agenda with the following number:

MFD Apparatus Fund – January 2015 - \$ 473,537.68

All other batches remain the same ☺

Thank you!  
Chelsie

*Chelsie Reece*  
*Finance Manager*  
*Marysville Fire District*  
*Main: 360.363.8500*  
*Direct: 360.363.8509*  
*Fax: 360.659.1382*  
*[creece@marysvillewa.gov](mailto:creece@marysvillewa.gov)*

CONFIDENTIALITY NOTICE: This e-mail message, including any attachments, is for the sole use of the intended recipient(s) and may contain confidential, proprietary, and/or privileged information protected by law. If you are not the intended recipient, you may not use, copy, or distribute this e-mail message or its attachments. If you believe you have received this e-mail message in error, please contact the sender by reply e-mail and telephone immediately and destroy all copies of the original message.

## Fire Prevention Report

December 17, 2014

- The total fire loss for 2014:
  - There were 19 fire incidents investigated thus far in 2014, with \$3 million in assessed value and over \$1.3 million in fire loss.
- We are promoting "Keep the Wreath Green" again this year as part of awareness campaign to prevent fires.
- We have had a few productive meetings regarding the fireworks ordinance and we continue to have good discussion. A survey instrument will be used to gauge the public's opinion regarding this issue and the committee will discuss these results.
- We submitted an Assistance to Firefighters Grant for ballistic protective equipment. This grant if awarded will provide equipment for on-duty members and training for all members.

### Public Education

#### Number of Public Education Attendees

Program	Current Month	Year to date
Preschool Program	20	365
Elementary Age (K-5)	60	1296
Station Tours	0	181
Smoke Alarm Installations	0	4
Youth Fire-Setter Interventions	0	0
Helmet Fittings	2	29
Public Events	0	2210



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	0	0	0	0	0	0	0	0	0	0
November	5	4	0	1	3	0	1	0	\$ 896,504.00	\$ 225,226.00
December										
<b>Totals</b>	<b>19</b>	<b>13</b>	<b>1</b>	<b>5</b>	<b>14</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>\$ 3,088,990.00</b>	<b>\$ 1,373,517.00</b>

