

# MARYSVILLE FIRE DISTRICT

## BOARD OF DIRECTORS MEETING

August 19, 2015

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

Chairperson Stevens called the meeting to order and led the flag salute at 7:12 pm.

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

#### Board of Directors:

Gary Bontrager	Rob Toyer
Michael Stevens	Marilyn Sheldon
Donna Wright	Dave DeMarco

#### Staff Members:

Martin McFalls, Fire Chief

Joyce Savage, Human Resources Manager

Darryl Neuhoff, Division Chief

Tom Maloney, Fire Marshal

Paula DeSanctis, Secretary

### **PRESENTATIONS**

**Plaque Presentation – Trooper Ernie Gerrer:** Chief McFalls recalled the events of the night Trooper Gerrer was injured protecting several Marysville Firefighters along I-5. In recognition of his service Chief McFalls and Firefighter Gronemyer presented Trooper Gerrer with a plaque thanking him for heroic service.

**4 Platoon Presentation – Local 3219, Firefighter Josh Olsen and Captain Matt Campbell:** Firefighter Olsen gave an in-depth slide presentation on a 4 Platoon Schedule. The full report was included in the Board Packets. Chief McFalls introduced guests, Eastside Fire and Rescue's Deputy Chief of Operations Greg Tryon and Lynnwood Fire Department's Assistant Chief of Operations Gregg Sieloff. Both spoke of their positive experience using the 4 platoon schedule and how they transitioned into it. After a few questions and brief discussion, Chairperson Stevens suggested that the Union and Administration move into negotiation to see if the 4 Platoon schedule would work for the Marysville Fire District.

### **MFD CONSENT AGENDA**

- A. Approve minutes of July 16, 2015, Regular Meeting.
- B. Approve minutes of July 24, 2015, Special Meeting-Panel Interviews.
- C. Approve minutes of July 27, 2015, Special Meeting – Chief Applicant Review
- D. Approval of August Claims and Payroll:
  - i. MFD Expense Fund \$ 164,079.17
  - ii. MFD Payroll (excluding benefits) \$ 881,588.62
  - iii. MFD Apparatus Fund \$ 0.00

**Motion:** To approve the MFD Consent Agenda

**Made By:** Toyer

**Seconded By:** Sheldon  
**Action:** PASSED unanimously

**SCFD #12 Consent Agenda**

A. Approval of August Claims:

I. SCFD #12 Expense Fund \$ 34.23

**Motion:** To approve the SCFD #12 Consent Agenda  
**Made By:** Sheldon  
**Seconded By:** DeMarco  
**Action:** Passed unanimously

**INFORMATION ITEMS**

**Communications:** Chief McFalls read a Letter to the Editor from the Daily Herald. One letter expressing their thanks to the Marysville Fire District. Second, a letter thanking Snohomish County Fire Inspector Bontrager for his investigation of a house fire.

**Committee Reports**

EMS Committee: Approval of August EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy
August	2,845.46	26,673.96	0.00

**Motion:** To approve the August ambulance recommendations.  
**Made By:** Toyer  
**Seconded By:** Bontrager  
**Action:** PASSED unanimously

**Planning Committee:** The next Planning Committee Meeting is scheduled for Friday, August 21, 2015, 9 a.m. at Station 62.

**Personnel Committee:** The next Personnel Meeting is scheduled for Monday, August 24, 2015, 4 pm at the Marysville Fire District Administration Building to conduct Captain interviews.

**STAFF BUSINESS**

**Operations Report (Including April Incident Report):** Chief McFalls stated that July has been the busiest month thus far this year with 1187 calls. That is 148 more calls than July of 2014. We hit an all time high for all of our EMS transport units at 322 responses. We are on pace for 12,000 runs in 2015. The average response time for July was 6:15. We received 107 mutual aid calls and provided mutual aid 64 times. McFalls informed the Board that a final draft of the Standard of Coverage for Department Response Times will be ready for the Board to adopt at the October Meeting.

McFalls reported that we finished another P/T Recruit Academy. McFalls acknowledged and thanked Captain Craig Walbridge for a job well done. Chief welcomed aboard Joe Ve, John

Estep, Andrew Stebliy, Ryan Carbary and Rob Torrey and wished them all the best in their pursuit of a fire service career.

**Personnel Overtime Report:**

July 2015	Dollars	Total Hours	Captain Shifts	Paramedic Shifts	Firefighter Shifts	Sick Leave Used
Full-time	\$ 51,838.63	1,037.50	3.00	6.00	20.00	1,400.00
Part time	\$ 768.00	43.50				
<b>Month Total</b>	<b>\$ 52,606.63</b>	<b>1,081.00</b>	<b>3.00</b>	<b>6.00</b>	<b>20.00</b>	<b>1,400.00</b>
YTD Totals	\$ 353,743.65	6,624.25	14.00	35.50	79.50	5,589.25

For July, the F/T overtime was \$51,838.63 and the P/T overtime was \$768.00.

**Fire Prevention Report:** The fire prevention report was included in the Board packets. Fire Marshal Maloney informed the Board that the Marysville Fire Prevention Department has been covering Lake Stevens Plan Review while they search for a new Fire Marshal.

**Local 3219 Union Report:** Union President Jason Tucker expressed his concern on the staffing levels at the stations. With the record number of calls that are continuing to rise, our staffing needs to improve. Tucker also reported that the Fill the Boot Event was a huge success. They raised \$10,000.00 for MDA. Tucker gave a special thanks to Tobin McGowen for his efforts organizing this event. Tucker also thanked the Board for allowing them to use MFD apparatus.

**SAO Annual Financial Audit:** Chief McFalls informed the board that the SAO annual financial audit of both Marysville Fire District and Fire District 12 is scheduled to begin on September 28 and last for approximately 1.5 weeks. This is a financial statement audit only, as the accountability audit comes once every two years. The Board will be informed of both entrance and exit conference dates once they have been established by SAO.

**Service Awards BBQ:** The Board was in consensus to hold the annual service awards bbq on Wednesday, September 16, 2015, 6 pm at Station 62 just before the Regular Board Meeting.

**WFCA Conference:** DeSanctis asked the Board Members for confirmation of who would be attending the upcoming WFCA Conference and Snure Seminar in October at the Tulalip Resort. DeSanctis also asked how many members wanted a room reservation for the duration of the seminar.

**Robert Magee Retirement Party:** Chief McFalls invited the Board to BC Robert Magee's retirement party which will be held on Tuesday, September 1, 2015, in the truck bay at Station 62 from 2 pm - 4 pm.

## **OLD BUSINESS**

**Regional Fire Authority Update:** DeMarco shared that the City had sent a letter of termination from the Regional Fire Authority with Marysville Fire District. DeMarco called for a Special Meeting of the District 12 Commissioners to further discuss the termination letter and a possible press release. The Special Meeting was scheduled for Tuesday, September 1, 2015, 6 pm at Station 62.

**New World:** DC Neuhoff stated the Go Live Date is October 27, 2015. Bontrager expressed his concern with the Fire Prevention aspects of the system.

**Sunnyside Nursery/Wetlands Mitigation:** Neuhoff informed the Board that after further research the Marysville Fire District will have to comply with the order to restore the Sunnyside property Wetlands. We will need to replant and maintain the specified number and types of plants for three years.

**Station 65 Roof and Bay Door Bid:** DC Neuhoff informed the Board that a request for bids to replace the roof at Station 65 has been published. The bid deadline is August 21, 2015, by 3 pm. Bid opening will be August 21, 2015, at 3:15 pm.

## **NEW BUSINESS**

MFD Resolution 2015B-9: Authorizing the Fire Chief to Sign and Execute Documents on Behalf of the Board of Directors.

**Motion:** To Authorize the Fire Chief to Sign and Execute Documents on Behalf of the Board of Directors.  
**Made By:** DeMarco  
**Seconded By:** Sheldon  
**Action:** PASSED unanimously

SCFD 12 Resolution 2015A-2: Authorizing the Fire Chief to Sign and Execute Documents on Behalf of the Board of Commissioners.

**Motion:** To Authorize the Fire Chief to Sign and Execute Documents on Behalf of the Board of Commissioners.  
**Made By:** Bontrager  
**Seconded By:** Sheldon  
**Action:** PASSED unanimously

Agenda Bill: Part Time Administrative Assistant: Full Time Position Request.  
After a few questions and brief discussion the following motion was made.

**Motion:** To revisit the approval of the Fulltime Position; Confidential Administrative Assistant to the Fire Chief for current Part – time Administrative Assistant Paula DeSanctis at the October Budget Workshop.  
**Made By:** Bontrager  
**Seconded By:** Sheldon  
**Action:** PASSED 5-1



## **CALL ON BOARD MEMBERS**

**Bontrager** – Nothing further

**Stevens** – Officially welcomed aboard Martin McFalls as the Marysville Fire Chief. Stevens also thanked Josh and Matt for the 4 Platoon presentation.

**Sheldon** – Thanked Human Resources Manager Joyce Savage for her hard work. She congratulated the crew on the success with the Fill the Boot Event. She asked that the Board Members please let her know if they will be attending the Raising Hands Event.

**Wright** – Nothing further

**Toyer** – Nothing further

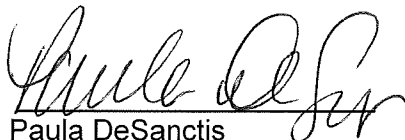
**DeMarco** – Informed the other Board Members that he will not be at next month's Board Meeting and asked to be excused.

**McFalls** – Thanked the Board for the opportunity to serve as the Marysville Fire District's Fire Chief and is looking forward to working with them.

**DeSanctis** – Reminded the Board of the upcoming meeting date and times.

## **ADJOURNMENT**

With no further action required, the Board adjourned at 8:55 pm.



Paula DeSanctis  
Board Secretary

9/16/15

Date approved



## Fire Prevention Report

August 19, 2015

- The total fire loss for 2015:
  - There were 16 fire incidents investigated thus far in 2015, with \$3.3 million in assessed value and over \$1.1 million in fire loss.
- We continue to see an increase in fires. Some of them are contributed to the dry weather.
- The Outlet Mall has moved forward to installing a radio system for our radios. We also had a conference call with all of the parties regarding the addressing challenges. The Tulalip Phone Center and Snohomish County 911 have a great plan to resolve these issues. The discussion was a great way for all of to get to know each other.
- We also participated in National Night Out and Homegrown early this month.

### Public Education

**Number of Public Education Attendees**

<b>Program</b>	<b>Current Month</b>	<b>Year to date</b>
Preschool Program	0	241
Elementary Age (K-5)	1	879
Station Tours	1	105
Smoke Alarm Installations	1	12
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	8
Public Events	1	2030

Marysville Fire District 2015 Fire Incident Totals										
Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	2	2	0	0	2	0	0	0	\$ 1,018,228.00	\$ 421,847.00
February	2	0	0	2	1	0	0	1	\$ 343,235.00	\$ 38,824.00
March	1	0	1	0	1	0	0	0	\$ 350,000.00	\$ 350,000.00
April	0	0	0	0	0	0	0	0	\$ -	\$ -
May	2	2	0	0	2	0	0	0	\$ 436,400.00	\$ 36,299.00
June	6	0	3	3	3	0	2	1	\$ 348,600.00	\$ 192,200.00
July	3	3	0	0	3	0	0	0	\$ 786,500.00	\$ 120,000.00
August	0	0	0	0	0	0	0	0	\$ -	\$ -
September	0	0	0	0	0	0	0	0	\$ -	\$ -
October	0	0	0	0	0	0	0	0	\$ -	\$ -
November	0	0	0	0	0	0	0	0	\$ -	\$ -
December	0	0	0	0	0	0	0	0	\$ -	\$ -
<b>Totals</b>	<b>16</b>	<b>7</b>	<b>4</b>	<b>5</b>	<b>12</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>\$ 3,282,963.00</b>	<b>\$ 1,159,170.00</b>

