

# MARYSVILLE FIRE DISTRICT

## BOARD OF DIRECTORS MEETING

April 15, 2015

### **Call To Order/Flag Salute**

Chairperson Stevens 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  
Michael Stevens                 Marilyn Sheldon

#### Staff Members:

Martin McFalls, Interim Fire Chief  
Paula DeSanctis, Secretary

Boardmembers Donna Wright and Rob Toyer were excused from the April 15, 2015 Regular Board Meeting.

### **MFD Consent Agenda**

Approve minutes of March 18, 2015, regular meeting.

Approval of April Claims and Payroll:

I. MFD Expense Fund	\$ 203,405.55
II. MFD Payroll (excluding benefits)	\$ 831,036.17
III. MFD Apparatus Fund	\$ 44,853.74

**Motion:** To approve the MFD Consent Agenda.  
**Made By:** DeMarco  
**Seconded By:** Bontrager  
**Action:** PASSED unanimously

### **Information Items**


**Communications:** Chief McFalls shared a letter of gratitude from Lake Stevens for helping cover their District on March 14<sup>th</sup> during the service for Robert Marshall. Also a letter of thanks from the Graber family for the great service provided while checking a report of smoke in the bedroom. Thanks to Captain Eric Swobody, firefighters' Nate Merseal and Kyle Colletti.

### **Committee Reports**

EMS Committee: Approval of April EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy
April	4,729.80	40,467.68	0.00

**Motion:** To approve the April 2015 ambulance account recommendations.  
**Made By:** Sheldon  
**Seconded By:** DeMarco  
**Action:** PASSED unanimously

G: Office Shared/MFD Board/2015 Minutes/04-15-2015 Minutes of the Board    Approved Initials 

**Planning Committee:** Nothing to report.

**Personnel Committee:** The next Planning Committee Meeting has been scheduled for Friday, April 17, 2015, 9:00 am at Station 62.

## **Staff Business**

**Operations Report (Including March Incident Report):** McFalls reported we had 982 calls in March and are still on pace for about 700 more calls this year over last. DC Neuhoff has provided the 2014 Annual Incident Response Time Report. DeMarco asked that this report be available to the department. Demarco also asked to see the same response analysis for train delays.

### **Personnel/Overtime Report:**

<b>March 2015</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	\$ 45,899.59	845.50	1.00	8.00	9.00	790.50
Part time	\$ 693.00	33.00				
<b>Month Total</b>	<b>\$ 46,592.59</b>	<b>878.50</b>	<b>1.00</b>	<b>8.00</b>	<b>9.00</b>	<b>790.50</b>
YTD Totals	\$ 101,740.72	1,787.50	4.00	14.50	13.50	2,139.00

**For March, the F/T overtime was \$46,592.59, the part time overtime was \$790.50.**

**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 President Tucker had nothing to report.

## **Old Business**

**Regional Fire Authority Committee Meeting:** The next RFA meeting is scheduled for Thursday, May 7, 2015, from 5:00-6:30 pm at Marysville City Hall.

**Station 63 remodel:** Station 63 repair contract was awarded and is underway. The project scope increased upon initial excavation; the existing concrete floor was closer to 6 inches instead of 4 inches in depth, more of the floor was required to be removed due to unknown additional plumbing connections at greater depths than anticipated, an old existing unknown foundation wall presented additional work to excavate, two additional walls were removed for access to current plumbing layout in the ground which require rebuilding and refinishing. The project is anticipated to be completed in 2-3 weeks.

**Prothman Chief Executive Search:** A proposal to contact Prothman and resume the Chief Executive Search was discussed.

DeMarco stated he felt more confident after the second RFA meeting and in his opinion we should resume the Chief Executive Search.

Bontrager suggested that we include the City in the hiring process.

Sheldon pointed out that we have three City Council Members on our Board. The City Council Members have full record and knowledge of all discussions and actions taken.

The Board agreed to resume the Executive Chief Search and requested a new time line of the events to take place.

**Motion:** To contact Prothman and resume the Chief Executive Search.  
**Made By:** DeMarco  
**Seconded By:** Bontrager  
**Action:** PASSED unanimously

## ***New Business***

**SNOPAC managed laptop program:** DC Neuhoff provided a full report in the Board packets. Chief McFalls gave an overview of the SOPAC Mobile Data Computer (MDC) program. The program allows agencies to lease equipment rather than purchase.

**Sunnyside property – wetlands:** Chief McFalls shared a report provided by DC Neuhoff regarding the Sunnyside property. The Owner of Sunnyside Nursery requested that the Fire District remove the cottonwood trees from their property that were shedding onto his operations. The owner of Sunnyside Nursery located a tree cutter who would do the job at a reasonable price. Chief Corn authorized the removal of the cottonwood trees and the trees were cut down.

The city was notified through neighbor complaints of the tree removal. The city advised the Fire District that the area of concern was a wetland buffer area. After meeting with city staff regarding the wetland impacts, we have hired a Wetlands Resources to study the site, determine the actual impacts, and provide a plan for mitigation, if necessary.

**Agenda Bill:** MFD Resolution 2015B-4 & 2015B-5: Declaring Surplus Vehicles – 1997 Chevrolet K3500 Ambulance and 1986 Ford Step Van.

**Motion:** To Declare Surplus Vehicles – 1997 Chevrolet K300 Ambulance and 1986 Ford Step Van  
**Made By:** DeMarco  
**Seconded By:** Bontrager  
**Action:** PASSED unanimously

**Agenda Bill:** MFD Resolution 2015B-6: Authorizing the Establishment of Funds and the Appointment of Personnel.

McFalls reported that Greg Corn was removed from all bank accounts and credit cards effective 03-31-2015.

**Motion:** To Authorize the Establishment of Funds and the Appointment of Personnel.  
**Made By:** DeMarco  
**Seconded By:** Bontrager  
**Action:** PASSED unanimously

**Agenda Bill:** SCFD #12 Resolution 2015A-1: Authorizing the Establishment of Funds and the Appointment of Personnel.

**Motion:** To Authorize the Establishment of Funds and the Appointment of Personnel.  
**Made By:** Sheldon  
**Seconded By:** Bontrager  
**Action:** PASSED unanimously

**Oath of Office – District Secretary:** District 12 Chairperson DeMarco swore in Chief McFalls as District Secretary.

**Agenda Bill:** – Interim Fire Chief Monthly Salary.

After discussion it was agreed the Interim Fire Chief Salary will be set at \$12,143.51, 95% of the 2015 budgeted Fire Chief's monthly salary.

**Motion:** To Authorize the Interim Fire Chief \$12,143.51 Monthly Salary.  
**Made By:** Bontrager  
**Seconded By:** DeMarco  
**Action:** PASSED unanimously

**New World** – DeMarco asked what training and planning has been put into place for the June 9, 2015 go live date. McFalls stated that all subject matter experts are scheduled to be trained this week. DeMarco asked that by next month's Board Meeting a plan be put in place in case of confusion or failure of the system on the go live date.

**Power Cots** – DeMarco asked for an update on the power cots. BC Cole reported that there is one in service on Aid 61 all others are on order and due to arrive as soon as Friday, April 17, 2015.

### ***Executive Session***

Chairperson Stevens called for executive session at 7:50 pm to discuss the following personnel issues and announced they will reconvene at 8:10 pm.

Agenda Bill – Personnel – Per RCW 42.30.110

- 1). Harborview Paramedic Training
- 2). Lateral Firefighter/Paramedic New Hire
- 3). Acting Assistant Chief Assignment to discuss qualifications and labor issues.

At 8:10 pm the Board called for a ten minute extension to reconvene at 8:20 pm.

The Board reconvened the Regular Board Meeting at 8:20 pm.

### ***Call On Boardmembers***

**Bontrager** – No further comments.

**DeMarco** – No further comments.

**Sheldon** – Announced that the Tulalip Tribe awarded Marysville Fire District a \$10,000 Tech Support Grant of the \$37,000 that Scott Goodale applied for. She also thanked Chief McFalls for taking on the responsibilities of Interim Fire Chief.

**McFalls** – Gave a reminder of the Recruit Graduation Ceremony for FF's Cody Hamblin, Ryan Hopp and Brian Merkley on Friday, April 17, 2015. He reported that at next month's Board Meeting Marysville Fire District will recognize two young girls for their heroic CPR efforts that saved a man's life. Also, there will be a badge pinning for Craig Walbridge. McFalls informed the Board of an upcoming School Shooting Panel with the City of Bothell on April 22, 2015. Chief McFalls, Marysville Police Chief Rick Smith, and Marysville School District Superintendent Becky Berg will lead a panel discussion on lessons learned during the Marysville Pilchuck High School shooting last October.



**DeSanctis** – Informed the Board that the annual report will be mailed out to them on Friday, April 17, 2015, for their review and vote to approve it at the May 20, 2015 Board Meeting.

**Stevens** – No further comments.

***Adjournment***

With no further action required, the Board adjourned at 8:25pm.

  
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Paula DeSanctis  
Board Secretary

5/20/15  
Date approved

# Fire Prevention Report

April 15, 2015

- The total fire loss for 2015:
  - There were 5 fires incident investigated thus far in 2015, with \$1.7 million in assessed value and over \$810,000 in fire loss.
- We had a great meeting with the developers that are building Dick's Sporting Goods. They are actively pursuing some other establishments but we were able to work with them in some areas to speed up the development.
- We will be working with the Chamber this month for some safety training.

## Public Education

### Number of Public Education Attendees

Program	Current Month	Year to date
Preschool Program	2	241
Elementary Age (K-5)	2	100
Station Tours	0	0
Smoke Alarm Installations	1	6
Youth Fire-Setter Interventions	0	0
Helmet Fittings	2	8
Public Events	1	100

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	0	0	0	0	0	0	0	0	\$ -	\$ -
June	0	0	0	0	0	0	0	0	\$ -	\$ -
July	0	0	0	0	0	0	0	0	\$ -	\$ -
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>5</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>\$ 1,711,463.00</b>	<b>\$ 810,671.00</b>

