

**MARYSVILLE FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
**February 17, 2016**

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

Vice Chairperson Bontrager called the meeting to order and led the flag salute at 7:05 pm.

Vice Chairperson Bontrager welcomed Mike Davis and Worth Norton from the City of Marysville IT Department and thanked them for their time in helping train the Boardmembers on how to access the electronic board packets on the iPads.

**The following were in attendance:**

Board of Directors:

Rob Toyer	Gary Bontrager
Donna Wright	Pat Cook
	Marilyn Sheldon

Staff Members:

Martin McFalls, Fire Chief  
Darryl Neuhoff, Deputy Chief  
Paula DeSanctis, Secretary

***MFD CONSENT AGENDA***

- A. Approve minutes of January 20, 2016, regular meeting.
- B. Approval of February Claims and Payroll:
  - i. MFD Expense Fund \$ 301,672.68
  - ii. MFD Payroll (excluding benefits) \$ 888,727.44
- C. Excuse Chairperson Stevens from the February 17, 2016 regular board meeting.

**Motion:** To approve the MFD Consent Agenda  
**Made By:** Toyer  
**Seconded By:** Sheldon  
**Action:** PASSED unanimously

***SCFD #12 Consent Agenda***

- A. Approve minutes of January 20, 2016, special meeting
- B. Approve minutes of February 10, 2016, special meeting
- C. Approval of February Claims:
  - I. SCFD #12 Expense Fund \$ 1,768.14

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

PD

## **INFORMATION ITEMS**

**Communications:** Chief McFalls met with the Northwest Washington Director for Senator Patty Murray's Office, Ann Seabott on January 21, 2016 in response to the risk of oil train travel through our community. Seabott explained the safety measures being taken which included container car upgrades, product volatility restrictions, and free training. There was discussion of possible funding assistance from her for training backfill and/or specialized equipment.

Chief McFalls contacted Hans Dunshee regarding the Washington State Fire Training Academy remodel he also spoke with Chuck Duffy, the State Fire Marshal for an update. A Funding Survey for the project was put forward with 106 responses, 12.3% said yes to a 400% increase in user fees. The Washington State Fire Training Academy provides critical training in a safe and controlled environment. Zero funding has been approved for the burn building. \$1.4 million has been approved for road/infrastructure improvements leading to the Academy. There are still hopes that the DOD will provide Federal Funding. The Secretary of Defense can authorize up to \$7.5 million on his signature.

### **Committee Reports**

EMS Committee: Approval of February EMS accounts recommendations.

<b>Month</b>	<b>Charity</b>	<b>Collections</b>	<b>Bankruptcy</b>
February	78.60	19,882.13	0.00

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

**Planning Committee:** The Planning Committee last met on January 29, 2016. The Strategic Planning Document was reviewed and updated. There was much discussion on the part-time program. It was decided that a part-time program committee be formed to study the program and establish a new direction. The next Planning Committee Meeting is scheduled for June 24, 2016, 9:30 at Station 62.

**Personnel Committee:** Commissioner Bontrager will be stepping down from the Personnel Committee and Boardmember Wright will be taking his place. The Personnel Committee met on February 8, 2016 to conduct interviews for Deputy Chief of Operations. From those interviews Jeff Cole was promoted. Interviews for BC and Captains will be held on February 19, 2016. The Personnel Committee scheduled the Entry Level Firefighters positions interviews (four interviews) and the Fire Chief's Performance Review for Friday, March 25, 2016, 9:30-12:30 at the Marysville Fire District Administration Office.

## **STAFF BUSINESS**

**Operations Report:** DC Neuhoff shared that he and Finance Manager Reece were able to extract the information needed from New World to create a new incident report which was included in the electronic board packets.



**Personnel:** There are currently four in attendance at the Fire Academy. Instructor Patrick Woolcock sends weekly updates and all are doing very well. Graduation will be in April. For the month of January the FT overtime was \$74,393.41 and the Part-time overtime was \$4,252.53. We had eight out on long term leave (now six), we have four at North Bend, and one at Harborview. We were thirteen down (now eleven) on an eighty one person roster. We need thirty part-time members, we have twenty four (had sixteen, eight just came on line, two of which have received career job offers) leaving us eight short on part-time staff.

**Personnel/Overtime Report:**

January 2016	Dollars	Total Hours	Captain Shifts	Paramedic Shifts	Firefighter Shifts	Sick Leave Used
Full-time	\$ 74,393.41	1,302.50	6.00	5.00	10.00	1,021.25
Part time	\$ 4,252.53	189.00				
<b>Month Total</b>	<b>\$ 78,645.94</b>	<b>1,491.50</b>	<b>6.00</b>	<b>5.00</b>	<b>10.00</b>	<b>1,021.25</b>
YTD Totals	\$ 78,645.94	1,491.50	6.00	5.00	10.00	1,021.25

**For January, the F/T overtime was \$74,393.41 and the P/T overtime was \$4,252.53.**

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

**Local 3219 Union Report:** Captain Matt Campbell reported that the IAFF will be donating 100 coats to the Marysville Fire District for the Coats for Kids event. The coats are slated to be distributed at Quil Ceda Elementary.

**OLD BUSINESS**

**Sunnyside Nursery/Wetlands Mitigation:** DC Neuhoff report that he has received appraisals for both District 12 properties. He has also received numbers for mitigation costs. He has secured a realtor to list the 45 Degree Rd property and potentially the Sunnyside property.

**NEW BUSINESS**

**SCBA Masks:** Funds for the purchase of new SCBA cylinders were approved in the 2016 budget. DC Neuhoff requested that the Board approve the re-appropriation of those funds to purchase new SCBA masks rather than cylinders. All members were in agreement to approve the re-appropriation of funds to purchase SCBA masks.

**Locution System Station Alerting:** DC Neuhoff shared the need to purchase and install a Locution System as the primary alerting system to replace the current radio alerting system in each station. SNOPAC will purchase the equipment and the District will repay them with no interest over five years. The installation will be an additional upfront cost. Neuhoff will have the dollar amounts available at the March Board Meeting. The Board gave Neuhoff approval to move forward with the implementation of the Locution Systems in each station.

**RECESS**

Vice Chairperson Bontrager called for a 7 minute recess to return at 7:50 pm.

**RECONVENE**

The Open Public Meeting reconvened at 7:50 pm

**EXECUTIVE SESSION**

Vice Chairperson Bontrager called for a 20 minute executive session at 7:50 to consider the price at which real estate will be offered for sale pursuant RCW 42.30.110(c) returning at 8:10pm.

Vice Chairperson Bontrager called for a 5 minute extension returning at 8:15 pm.

**RECONVENE**

The Open Public Meeting reconvened at 8:15 pm.

**CALL ON BOARD MEMBERS**

**Toyer** – Wished Donna a happy birthday.

**Bontrager-** Wished Donna a happy birthday.

**Cook** – Extended appreciation to the Marysville Fire District from a young gal who was in a head on collision on January 4, 2016. She appreciated the wonderful care she received from the Marysville crew.

**Sheldon** – Nothing to report

**Wright** – Thanked the Local for their continued participation in the Coats for kids event.

**McFalls-** Wished Donna a Happy Birthday.

**DeSanctis-** Reminded the Personnel Committee of the Captain and BC Interviews Friday, February 19, 2016, 9:30am at the Administration Building.

**ADJOURNMENT**

With no further action required, the Board adjourned at 8:20 pm.

  
Paula DeSanctis  
Board Secretary

3/16/16  
Date approved

## Fire Prevention Report

March 16, 2016

- The total fire loss for 2016:
  - There were 3 fire incidents investigated so far in 2016, with \$590,000 in assessed value and over \$380,000 in fire loss.
- Our spring CERT class started on March 1, with 40 students. The final exercise will be on April 19 at Station 63.
- We continue to meet bi-weekly with the other cities within the county to formulate all of code changes. The meetings are bringing us closer with our amendments.
- We continue to work with the Red Cross on installing smoke alarms.
- We will be having a tabletop exercise to activate the Emergency Operations Center on March 17 at Station 62. This exercise is in conjunction with the City.

### Public Education

#### Number of Public Education Attendees

Program	Current Month	Year to date
Preschool Program	242	266
Elementary Age (K-5)	0	0
Station Tours	2	31
Smoke Alarm Installations	0	25
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	0
Public Events	0	0

Marysville Fire District 2016 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	0	1	0	\$ 590,799.00	\$ 380,441.00
February	0	0	0	0	0	0	0	0	\$ 0	\$ 0
March									\$	\$
April									\$	\$
May									\$	\$
June									\$	\$
July									\$	\$
August									\$	\$
September									\$	\$
October									\$	\$
November									\$	\$
December									\$	\$
<b>Totals</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>\$ 590,799.00</b>	<b>\$ 380,441.00</b>

