

**SNOHOMISH COUNTY FIRE DISTRICT #12
BOARD OF COMMISSIONERS
SPECIAL MEETING
May 12, 2016**

CALL TO ORDER

Chairperson Bontrager called the meeting to order at 3 pm.

The following were in attendance:

Commissioners:

Gary Bontrager
Marilyn Sheldon
Pat Cook

City Staff:

Jon Nehring, Mayor
Gloria Hirashima, Chief Administrative Officer

Staff Members:

Martin McFalls, Fire Chief
Jeff Cole, Deputy Chief of Operations
Chelsie Reece, Finance Manager
Paula DeSanctis, Secretary

Guest:

Grant Weed, District Attorney

Chief McFalls welcomed and thanked everyone for attending.

ILA Information Update:

Commissioner Bontrager reported that the District 12 Commissioners have had no contact with other agencies. Chief McFalls stated there have been some inquiries from other agencies as to what direction District 12 is moving.

Mayor Nehring reported that the city executive staff have been working closely with MFD Finance Manager Reece and are making progress in gathering the requested data for the Council. The City Council will be attending a retreat in July and it is believed that a service model decision will be made at that time. Mayor Nehring stated that he still believes in the RFA and asked that if the Commissioners have any RFA governance proposals for the City Council to consider, that they give them to him in writing by June 30, 2016, so he can present them to the Council before the July retreat.

Service Levels for MFD:

Commissioner Bontrager and Commissioner Cook both stressed the future need for additional staffing. They asked that the City please keep in mind as they review the collected data that our call volume is increasing every month. Bontrager inquired as to what type and level of service the City is studying in their analysis of the Fire District and welcomed any recommendations/observations the City could make on alternative service models.

Mayor Nehring reminded all that we are in a transition study period and it is critical that we work together. Bontrager thanked Mayor Nehring and Gloria for their due diligence in researching the

Marysville Fire District. Gloria assured the Commissioners that they recognize the need of revenue. Gloria asked if we have adopted a response time that we adhere to. Reece responded that we have not adopted an official deployment standards policy, but we strive to meet the NFPA standard and are gathering the data necessary to create one. Our overall response average is 6:35 (6 minutes 35 seconds) including both emergent and non-emergent responses. DC Cole stated we diligently review our incident report every month.

District 12 Service Options:

Finance Manager Reece prepared and distributed a baseline District 12 stand alone department analysis at current and max levy rates. Chief McFalls reviewed the many topics that would need to be addressed and/or considered before District 12 could be a stand alone department. Reece included an Asset Summary for District 12 and a map of Marysville Fire District neighboring jurisdictions. Reece also shared the 2017 Regional Fire Authority Model between Fire District 12 and the City, which has been updated with current A/V and budget information.


District Attorney Grant Weed shared copies of sample service contracts from neighboring Districts for the Commissioners to review and noted the commonalities between them.

The District 12 Commissioners will meet on Thursday, May 19, 2016, 3 pm at the Marysville Fire District Administration Office to discuss RFA governance proposals and other options.

City Executive Staff and the District 12 Commissioners will meet again on Wednesday, June 8, 2016, 3 pm at the Marysville Fire District Administration Office,

Adjourn

With no further business the meeting was adjourned at 4:40pm



District Secretary



Date Approved