

**MARYSVILLE FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
**April 20, 2016**

**CALL TO ORDER/FLAG SALUTE**

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

**The following were in attendance:**

**Board of Directors:**

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Rob Toyer	Gary Bontrager
Donna Wright	Pat Cook
Michael Stevens	Marilyn Sheldon

**Staff Members:**

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Martin McFalls, Fire Chief	Jeff Cole, Operations Chief
Darryl Neuhoﬀ, Deputy Chief	Tom Maloney, Fire Marshal
Paula DeSanctis, Secretary	Chelsie Reece, Finance Manager

**Guest:**

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**MFD CONSENT AGENDA**

- A. Approve minutes of March 16, 2016, regular meeting.
- B. Approval of April Claims and Payroll:
  - i. MFD Expense Fund \$ 230,007.52
  - ii. MFD Payroll (excluding benefits) \$ 866,497.08

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

**SCFD #12 Consent Agenda**

- A. Approve minutes of the March 16, 2016, special meeting.
- B. Approval of April Claims:
  - I. SCFD #12 Expense Fund \$ 1,723.58

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

## INFORMATION ITEMS

**Communications:** Nothing to report.

### **Committee Reports**

EMS Committee: Approval of April EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy
April	4,243.26	21,641.03	0.00

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

**Planning Committee:** The next Planning Committee is scheduled for June 24, 2016. Chief McFalls and Chairperson Stevens reported that they are updating the mission statement to include the SCFD 12 logo.

**Personnel Committee:** The Personnel Committee last met on March 25, 2016, where they selected three new entry level firefighters to move forward in the hiring process; Luis Cruz, Nick Meyer, and Brenden Hancock.

## STAFF BUSINESS

**Operations Report:** DC Cole shared the following:

- We had an event that happened late March regarding firefighter safety. While responding to a medical emergency, the patient became agitated and reached for a gun. Our responders were able to clear the area and call in a code blue to dispatch and the situation was diffused. Cole stated that he will be contacting Snopac to properly thank the dispatcher who took the code blue call and immediately sent aid to our responders in need of help.
- For the month of March 2016, we were 251 calls over last year and 602 calls over last year for first quarter. We are on track for 15,000 calls for the year.
- MFD has joined social media; we now have a Twitter and Facebook page. Cole has been researching social media policies. One of our BC's will oversee all social media reporting.
- We had three firefighters graduate from the academy; Jacob McConkey, Demico Rogers, and Christopher McAuliffe. We also had one officer graduate; Patrick Woolcock.
- We held part-time interviews on April 7, 2016. We will conduct two classes; a two week accelerated class for those who have completed EMT and FF1 and a twelve week program which is a partnership with EVCC for those who have completed EMT and are currently enrolled in FF1.
- Chief McFalls shared with the Board that we will be having a badge pinning ceremony on May 18, 2016, 6pm just before the Board Meeting.

**Personnel/Overtime Report:**

<b>March 2016</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	\$ 65,439.29	1,112.00	9.00	7.00	9.00	575.00
Part time	\$ 342.00	16.00				
<b>Month Total</b>	<b>\$ 65,781.29</b>	<b>1,128.00</b>	<b>9.00</b>	<b>7.00</b>	<b>9.00</b>	<b>575.00</b>
YTD Totals	\$ 224,319.93	3,927.75	28.00	24.00	21.00	2,382.75

**For March, the F/T overtime was \$65,439.29 and the P/T overtime was \$ 342.00.**

**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:** Nothing to report.

**Quarterly Financial Update:** Finance Manager Reece gave the quarterly financial update sharing that we are on track for first quarter.

**Entity Reporting Status:** Finance Manager Reece reported that the Washington State Auditor's Office requires notified us that Marysville Fire District can no longer report and be audited as a separate entity. The Auditor's will provide Reece written guidance as to how to report. This change will affect both District and City financial statement preparation for 2015, which is due May 29, 2016. Reece will continue discussions with SAO as to how the asset ownership of MFD will be presented between the two agencies while still maintaining compliance with the terms of our ILA.

**2015 Annual Report:** Chairperson Stevens thanked all who contributed to and prepared the 2015 Annual Report. The Board was in consensus to accept the 2015 Annual Report.

**OLD BUSINESS**

**Locution System Station Alerting:** DC Neuhoff shared that he will be submitting floor plans to Locution so they can send us a quote. Neuhoff will keep the Board up-to-date as he receives information.

**ILA Update:** Chief McFalls and the Commissioners informed MFD Boardmembers regarding discussions taking place between the District 12 Commissioners and the Executive City staff in regards to the revised ILA. The Commissioners shared that they will be meeting with the City on monthly basis to share information and keep the lines of communication open.

## ***NEW BUSINESS***

**A. Agenda Bill** – Revision of Marysville Fire District Policy #6070 – Cash Receipting and Bank Accounts.

**Motion:** To approve Revision of Marysville Fire District Policy #6070 – Cash Receipting and Bank Accounts.  
**Made By:** Sheldon  
**Seconded By:** Bontrager  
**Action:** PASSED unanimously

## ***CALL ON BOARD MEMBERS***

**Neuhoff** – Nothing more to report

**Toyer** – Nothing more to report

**Bontrager** – Gave praise to all who submitted to and worked on the 2015 Annual Report and Financial Reports. Happy to report that the ILA talks are moving forward and he would like to keep all members informed.

**Cook** – Thanked the crews for their great work keep it up!

**Sheldon** – After the Tulalip elections all will stay as is. Thanked Cole for bringing MFD into social media. Thanked all staff who contributed to the Annual Report. Sheldon congratulated all recent academy graduates. She shared that she appreciated the communication in regards to the ILA.

**Wright** – Nothing more to report.

**Stevens** – Echoed all others comments. He shared he recognizes that we are running thin and appreciates all that is accomplished. He reminded everyone to get out and vote at the upcoming school elections.

**Cole** – Nothing more to report.

**McFalls** – Reported that Battalion Chief testing is scheduled for April 25, 2016 and Paramedic interviews are on April 28, 2016.

**DeSanctis** – Nothing more to report.

## ***EXECUTIVE SESSION***

To consider the minimum price at which real estate will be offered for sale pursuant RCW 42.30.110(c).

Chairperson Stevens called for a five minute executive session at 7:57pm to return at 8:02pm.

G: Office Shared/MFD Board/2016 Minutes/4-20-16/Minutes of the Board Approved Initials PTD

**RECONVENE**

The open public meeting reconvened at 8:03pm.

**ADJOURNMENT**

With no further action required, the Board adjourned at 8:05pm.



Paula DeSanctis  
Board Secretary

5/18/16  
Date approved

## Fire Prevention Report

May 17, 2016

- The total fire loss for 2016:
  - There were 5 fire incidents investigated so far in 2016, with \$1 million in assessed value and over \$473,116 in fire loss.
- We continue to work with the Red Cross on installing smoke alarms. We completed another install program April and on May 7. Another install is scheduled on May 21.
- We received notification that we were rewarded a AFG award for the washer extractor.
- We continue to work with the Red Cross on installing smoke alarms. We completed an install program on March 12. Another is scheduled on May 21.

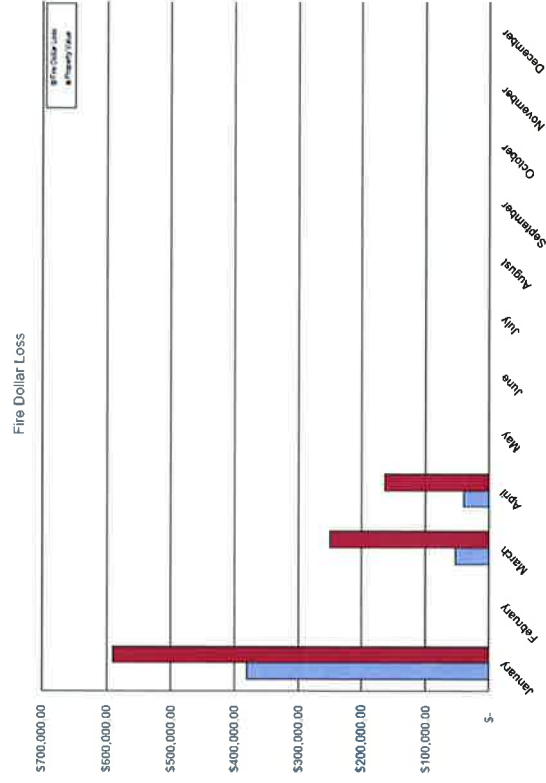
### Public Education

#### Number of Public Education Attendees

Program	Current Month	Year to date
Preschool Program	50	366
Elementary Age (K-5)	240	315
Station Tours	0	43
Smoke Alarm Installations	6	67
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	0
Public Events	2	550

**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	1	1	0	0	1	0	0	0	\$ 249,977.00	\$ 52,675.00
April	1	1	0	0	1	0	0	0	\$ 163,400.00	\$ 40,000.00
May									\$	\$
June									\$	\$
July									\$	\$
August									\$	\$
September									\$	\$
October									\$	\$
November									\$	\$
December									\$	\$
<b>Totals</b>	<b>5</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>\$ 1,004,176.00</b>	<b>\$ 473,116.00</b>



**Marysville Fire District Fire Causes Ending April 30, 2016**

