

**MARYSVILLE FIRE DISTRICT  
BOARD OF DIRECTORS MEETING  
October 19, 2016**

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

Chairperson Stevens called the meeting to order and led the flag salute at 7:01 pm.

**The following were in attendance:**

**Board of Directors:**

Michael Stevens	Marilyn Sheldon
Rob Toyer	Pat Cook
Donna Wright	

**Staff Members:**

Martin McFalls, Fire Chief  
Jeff Cole, Deputy Chief  
Darryl Neuhoff, Deputy Chief  
Joyce Savage, Human Resources Manager  
Paula DeSanctis, Board Secretary

**Guests:**

Grant Weed, District Attorney  
Peter Altman, Attorney

***AUDIENCE PARTICIPATION/PRESENTATIONS:***

Chairperson Stevens welcomed Attorney Peter Altman and District Attorney Grant Weed.

***EXECUTIVE SESSION***

Chairperson Stevens called for a twenty-minute executive session at 7:05 pm to review the performance of a public employee pursuant RCW 42.30.110(1)(g), to discuss collective bargaining negotiations pursuant RCW 42.30.140(4), and to consider the minimum price at which real estate will be offered for sale pursuant RCW 42.30.110(c) to return at 7:25 pm.

Chairperson Stevens called for a ten-minute extension at 7:25 pm  
Chairperson Stevens called for a ten-minute extension at 7:35 pm  
Chairperson Stevens called for a ten-minute extension at 7:45 pm  
Chairperson Stevens called for a ten-minute extension at 7:55 pm  
Chairperson Stevens called for a five-minute extension at 8:05 pm

***RECONVENE***

The Open Public Meeting reconvened at 8:10 pm.

## **MFD CONSENT AGENDA**

- A. Excuse Commissioner Bontrager from the October 19, 2016, regular meeting
- B. Approve minutes of September 21, 2016, regular meeting
- C. Approve minutes of the October 7, 2016, special meeting
- D. Approval of October Claims and Payroll:
  - i. MFD Expense Fund \$ 180,816.92
  - ii. MFD Payroll (excluding benefits) \$ 897,335.58
  - iii. MFD Apparatus Fund \$ 131.65

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

## **SCFD #12 Consent Agenda**

- A. Approval of October Claims:
  - I. SCFD #12 Expense Fund \$ 1,290.37

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

## **INFORMATION ITEMS**

**Communications:** Chief McFalls shared that we received a special thank you for our continued service to the community from a very appreciative citizen.

### **Committee Reports**

EMS Committee: Approval of October EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy
October	3,389.89	31,573.60	122.04

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

**Planning Committee:** Stevens reported that the Planning Committee last met on September 23, 2016. The next Planning Committee Meeting is scheduled for January 13, 2017, 9 am at Station 62.

**Personnel Committee:** Chief McFalls shared that we had twenty part time firefighters taking the written test for entry level firefighter on October 18, 2016. The EMS Practical will be held on November 8, 2016.

## STAFF BUSINESS

**Operations Report:** Chief Cole reported that for the month of September our call volume was up 142 calls from last year for a total of 1,178 for the month. Our response times were in the normal range. Chief Cole also shared that on October 28, 2016, FF Cruz, FF Hancock, and FF Meyer will be graduating from the Washington State Fire Academy. Cole stated that we started to implement the Healthy In Healthy Out program to reduce the risks of cancer among our crew members. Cole stated he is currently working on the 2017 vacation and debit day selection spreadsheet.

### **Overtime Report:**

September 2016	Dollars	Total Hours	Captain Shifts	Paramedic Shifts	Firefighter Shifts	Sick Leave Used
Full-time	\$ 67,456.50	1,181.50	5.00	11.00	13.00	1,046.50
Part time	\$ 859.50	40.00				
<b>Month Total</b>	<b>\$ 68,316.00</b>	<b>1,221.50</b>	<b>5.00</b>	<b>11.00</b>	<b>13.00</b>	<b>1,046.50</b>
YTD Totals	\$ 612,663.16	10,754.50	74.00	76.00	92.00	6,463.50

**For September, the F/T overtime was \$67,456.50 and the P/T overtime was \$859.50.**

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

**Local 3219 Union Report:** Local 3219 President Jason Tucker shared that the local is organizing several upcoming events. Tyler Dormaier has been heading up the Coats for Kids event. This year we will be visiting Liberty Elementary sometime in November.

Tucker shared that the local has mailed out invitations for the upcoming Retirement Celebration to recognize four members who retired last year. This event will be on November 12, 2016, at the Marysville Opera House.

Tucker also reported that we will be holding a food drive at the Marysville Safeway on November 29<sup>th</sup> and 30<sup>th</sup> and December 1<sup>st</sup> and 2<sup>nd</sup>, 2016. Tucker asked for the Board's approval to use district uniforms and vehicles for the event. The Boardmembers were all in consensus to allow the use of district uniforms and vehicles for the food drive.

## OLD BUSINESS

**Locution System Station Alerting:** Chief Neuhoff shared handouts with information and pricing for the new locution system for each station. The equipment purchase for all five stations would be approximately \$87,000.00. There would be a \$24,000 project management cost for a total of \$122,000.00. SNOPAC would front the money and MFD would repay that with an annual payment over five years. An additional \$7,200.00 to \$7,300.00 would need to be added to the budget a for annual licensing fee. Neuhoff shared that the replacement of the system in some stations would depend on the outcome of the RFA formation and station replacement.

**ESO Software:** Chief Neuhoff shared that he hopes to have solid numbers to report at the November Regular Board Meeting. Neuhoff is suggesting that the migration of the ESO software will start after the first of the year.

**ILA Update:**

- **Training Consortium** – Chief McFalls stated that the draft ILA with District Attorney Grant Weeds suggested changes has been submitted to Everett’s legal department.
- **City/District 12** – District Attorney Grant Weed stated that he and the City’s attorney will be working on the extension of the current ILA. Two main items they are looking at are the term of the extension and the language to be included in the event that the RFA formation does not occur.
- **Fire Engine Bid:** Chief Neuhoff reported that we held the bid opening for the new engine on October 12, 2016. We received three bids, all in the low to mid \$500,000.00 range. Lead Mechanic Josh Farnes is reading through each bid to see that they meet the specifications requested.

**NEW BUSINESS**

**MFD Agenda Bill – 2016 Capitol Asset Inventory**

Chief Neuhoff shared that the asset inventory has been completed and all is accounted for.

**MFD Agenda Bill – Station 61 Use Agreement Past Due Bills**

**Motion:** To authorize the payment of City of Marysville invoices 6499 & 6500 and the associated budget line item re-appropriation.  
**Made By:** Wright  
**Seconded By:** Toyer  
**Action:** PASSED unanimously

**CALL ON BOARD MEMBERS**

**Sheldon** – Thanked those who sent in their RSVP for the Raising Hands Event that will be held this coming Saturday. Sheldon stated it has been a lot of hard work and is very much looking forward to the event. Sheldon thanked Darryl for all the hard work that went into the asset inventory report. She also thanked the members for all the ways they are out helping in the community.

**Wright** – Thanked the local for the invitation to the upcoming retirement party. Wright stated that she will not be able to attend but asked that they please extend her gratitude to all the members being recognized for their years of service.

**Toyer** – Nothing more to report.

**Cook** – Thanked the administrative staff for the clean audit. Thanked the crews for the work they are doing in-house and the time they are devoting to the kids in the community.

**Weed** – Thanked everyone and was glad to be here this evening.

**Neuhoff** – Thanked Mike Davis for helping our Boardmembers with their iPads.

**Cole** – Stated that we were well prepared for the looming storm that never showed. Thanked the administrative staff for all the work and preparation throughout the audit. The exit audit meeting is scheduled for October 31, 2016, 9:30 am at the Marysville Fire District Administration Office.

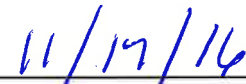
**McFalls** – Shared that Finance Manager Chelsie McInnis has extended an invitation to all Boardmembers to attend the exit audit meeting.

**DeSanctis** – Reminded all Boardmembers of upcoming meeting dates. WFCB Conference October 26 through October 29, 2016, in Yakima WA. Budget Workshop November 1, 2016, from 4 to 6 pm at Station 66. District 12 RFA Committee Meeting November 1, 2016, from 6:30 to 8 pm at Marysville City Hall.

***ADJOURNMENT***

With no further action required, the Board adjourned at 8:50 pm.

  
\_\_\_\_\_  
Paula DeSanctis  
Board Secretary

  
\_\_\_\_\_  
Date approved

## Fire Prevention Report

October 19, 2016

- The total fire loss for 2016:
  - There were 20 fire incidents investigated so far in 2016, with \$4.7 million in assessed value and over \$1.3 million in fire loss.
- We are almost completed with our fall CERT program. The final will be held on October 27 at Station 63 starting at 6:30pm.
- We continue to research the move to electronic inspections. We are currently discussing this we Fire District 3, Arlington, and Everett. I will be contacting Lake Stevens about this as well.
- We will be hosting a report writing class in December at Station 62.
- We will be participating with the Red Cross on October 22 for another smoke alarm event at Kellogg Village Mobile Home Park.

### Public Education

**Number of Public Education Attendees**

<b>Program</b>	<b>Current Month</b>	<b>Year to date</b>
Preschool Program	20	401
Elementary Age (K-5)	45	840
Station Tours	0	43
Smoke Alarm Installations	0	83
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	0
Public Events	0	4800

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	1	1	0	0	1	0	0	0	\$ 269,800.00	\$ 100,000.00
June	4	1	0	3	1	1	1	1	\$ 1,453,998.00	\$ 361,500.00
July	4	1	0	3	0	0	0	0	\$ 709,194.00	\$ 122,971.00
August	2	2	0	0	2	0	0	0	\$ 540,583.00	\$ 111,172.00
September	4	1	0	3	3	0	1	0	\$ 755,900.00	\$ 166,300.00
October										
November										
December										
<b>Totals</b>	<b>20</b>	<b>10</b>	<b>0</b>	<b>10</b>	<b>11</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>\$ 4,733,651.00</b>	<b>\$ 1,335,059.00</b>

