

**MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
April 19, 2017**

CALL TO ORDER/FLAG SALUTE

Chairperson Cook called the meeting to order and Board Member Stevens led the flag salute at 7:48 pm.

The following were in attendance:

Board of Directors:

Rob Toyer	Gary Bontrager
Michael Stevens	Pat Cook
Donna Wright	Tonya Christoffersen

Staff Members:

Martin McFalls, Fire Chief	Jeff Cole, Deputy Chief
Darryl Neuhoff, Deputy Chief	Tom Maloney, Fire Marshal
Chelsie McInnis, Finance Manager	Terry Matsumura, Medical Services Administrator
Paula DeSanctis, Board Secretary	

AUDIENCE PARTICIPATION/PRESENTATIONS:

Swearing in Ceremony: Prior to the regular board meeting, Chief McFalls lead a swearing in ceremony for our three new full time firefighters and recognized our new PIO Christie Veley. See Attached.

MFD CONSENT AGENDA

- A. Approve minutes of the March 15, 2017, regular meeting
- B. Approve minutes of the March 28, 2017, special meeting-RFA Update
- C. Approval of April Claims and Payroll:
 - i. MFD Expense Fund \$ 288,530.83
 - ii. MFD Payroll (excluding benefits) \$ 922,831.41
 - iii. MFD Apparatus Fund \$ 0.00

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

SCFD #12 Consent Agenda

- A. Approve minutes of the March 15, 2017, special meeting- Second Amendment
- B. Approve minutes of the April 10, 2017, special meeting – Second Amendment
- C. Approval of April Claims:
 - I. SCFD #12 Expense Fund \$ 3,449.25

PD

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

INFORMATION ITEMS

Communications: Nothing to report.

COMMITTEE REPORTS

EMS Committee: Approval of April EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy
April	1,416.82	22,562.78	0.00

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

Planning Committee: The Planning Committee will be tabled until a request to reconvene is proposed.

Personnel Committee: The Personnel Committee scheduled Captain and Firefighter interviews for Tuesday, May 2, 2017, 7:30am at the Marysville Fire District Administration Office.

STAFF BUSINESS

Operations Report:

- Chief Cole reported that we were down ten calls from last year. Our response times were in the normal range.
- A new turn out time report has been created and submitted to all Battalion Chiefs to start tracking times.
- We have completed our first download of electronic time sheets from CrewSense to Bias. Thank you to Sandra for all her hard work on the process. Board training on electronic time sheets will begin next month.
- We are reviewing applications for part time recruits. Our part time numbers are low and will need to hire sooner than later.
- We have a lot of upcoming testing including MSO, Captain, Battalion Chief, entry-level firefighter, and lateral paramedic.

Overtime Report:

March 2017	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 63,600.51	1,283.00	962.50
Part time	\$ -	0.00	
Month Total	\$ 63,600.51	1,283.00	962.50
YTD Totals	\$ 145,736.96	3,214.25	3,207.25

For March, the F/T overtime was \$ 63,600.51 and the P/T overtime was \$ 0.00.

Our overtime for 2017 first quarter is down \$24,796.00 from 2016.

A new report has been created to track all overtime and how it is spent.

Fire Prevention Report: The fire prevention report was included in the board packets.

Local 3219 Union Report: President Jason Tucker shared that he and Arlington Local President Greg Koontz emailed a jointly written letter declaring their full support of the RFA formation and full funding to all council members. Tucker stated that it is his hope to have a local representative read the letter at the next City Council Meeting.

First Quarter Financial Review: Finance Manager Chelsie McInnis gave a brief overview of the first quarter financials for both Marysville Fire District and Snohomish County Fire District 12. McInnis reported that both are on track and no amendments are needed.

OLD BUSINESS

Locution System Station Alerting: Chief Neuhoff reported that we have had a delay due to some miscommunication. All has been resolved and we will be receiving our equipment soon.

District 12 Property Sales: Chief Neuhoff reported that there are a few minor changes being made to the sales agreement before it is signed and finalized.

NEW BUSINESS

Agenda Bill Policy # 6067 – Ambulance Billing

Motion: To adopt the Marysville Fire District Policy #6067 – Ambulance Billing
Made By: Bontrager
Seconded By: Christoffersen
Action: PASSED unanimously

Agenda Bill - Delinquent Ambulance Account Fees

Motion: Approval to transfer delinquent account collection fees from the District to the Debtor accounts.
Made By: Christoffersen
Seconded By: Stevens
Action: PASSED unanimously

Approve 2016 Annual Report: Chief McFalls stated that the 2016 Annual Report was included in the Board Packets and thanked Sandra and all staff for the hard work in putting the report together.

Motion: To approve the 2016 Annual Report.
Made By: Bontrager
Seconded By: Stevens
Action: PASSED unanimously

CALL ON BOARD MEMBERS

Cook – Thanked the Marysville Honor Guard for attending the retirement party of a Lake Stevens member. Your presence made the occasion more memorable.

Bontrager – Thanked the Local for the jointly written letter to the Arlington and Marysville Council Members. Thanks to all who had a part in tonight's swearing in ceremony. Thanked Chelsie for the quarterly financial report.

Stevens – Nothing more to report.

Toyer- Nothing more to report.

Wright – Asked to be excused from the May 16, 2017 EMS Committee Meeting and the May 17, 2017 regular Meeting. She will be out of town.

Christoffersen- Thank you for the Annual Report. It looks great.

Maloney – Thanked DeSanctis for the swearing in ceremony tonight. Thanked the Local for taking Christie to Fire Ops.

Neuhoff – Nothing more to report.

McInnis – Nothing More to report.

McFalls – Shared that he has contacted the District 15 Interim Chief in regards to the Ambulance Billing Contract and possible increase. Chief also shared that he presented an award of appreciation for years of service at the Tulalip Council Meeting for Marilyn Sheldon.

DeSanctis- Nothing more to report.

ADJOURNMENT

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


Paula DeSanctis
Board Secretary

5-17-17
Date approved



**MARYSVILLE FIRE DISTRICT
PHOENIX AWARDS PRESENTATIONS
April 19, 2017**

PRESENTATION / SWEARING IN CEREMONY

Chief McFalls welcomed and thanked everyone for coming out for this special occasion. McFalls introduced the Marysville Board of Directors and invited them to join him up front to form a congratulatory line for tonight's honored guests. Chief introduce Solomon Wilson, Joseph Thacker, and Jack Reeves. After Chief shared a brief bio on each member, Mayor Nehring administered the oath of office to all three firefighters as our newest full time members.

Next, Chief McFalls introduced our new PIO Christie Veley. Local President Jason Tucker shared that Christie had recently attended and completed Fire Ops Training and presented her with a helmet. Christie shared her fire ops experience followed by a short video presentation.

A reception of cake and coffee followed the swearing in ceremony.



Fire Prevention Report

April 19, 2017

- The total fire loss for 2017:
 - There were 5 fire incidents investigated in 2017, with \$3.4 million in assessed value and over \$2.3 million in fire loss.
- We are working diligently to grow our social media audience. Social media can provide us with more direct access to our stakeholders to further our public education programs, provide knowledge of other Marysville Fire District programs/events, and provide another means to communicate with the public in the event of an emergency.
 - Our Facebook audience has increased by 17 percent since February 1, growing from 857 “likes” to 1,005 likes and 1,010 follows.
 - Our Twitter audience has increased by nearly 20 percent since February 1, growing from 540 to 647 followers.
- We are also in the midst of a full revamp of the Marysville Fire District website, with the goal of creating an informative website that is simple to navigate. The website has already undergone a full design overhaul, reflecting a more current and cleaner look. In the coming weeks and months, we will be refocusing website content to ensure we provide visitors the answers they seek.
- Our new PIO, Christie Veley, attended Fire Ops training at Hanford in March. This was an important step in building relationships and growing her knowledge of the fire service through hands-on experience.
- We have officially launched our education campaign for the Marysville fireworks ban. We will be working with the city to provide brochures, a video message, ads, etc. to ensure the community is aware of the ban.
- Our spring CERT class is in its final weeks. We have had great engagement from the roughly 25 students in this session, many of whom are eager to serve as volunteers.
- We continue to train on the electronic inspections and we should have the system running by the end of the second quarter.

Public Education

Program	Number of Public Education Attendees	
	Current Month	Year to date
Preschool Program	2	189
Elementary Age (K-5)	2	30
Station Tours	1	39
Smoke Alarm Installations	1	2
Youth Fire-Setter Interventions	0	0
Helmet Fittings	1	1
Public Events	1	165

Marysville Fire District 2017 Fire Incident Totals										
Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	4	4	0	0	3	1	0	0	\$ 1,285,627.00	\$ 170,000.00
February	1	1	0	0	0	1	0	0	\$ 2,169,489.00	\$ 2,076,511.00
March	0	0	0	0	0	0	0	0	-	-
April										
May										
June										
July										
August										
September										
October										
November										
December										
Totals	5	5	0	0	3	2	0	0	\$ 3,455,116.00	\$ 2,246,511.00

Marysville Fire District Fire Causes Ending March 31, 2017

