

**MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
August 16, 2017**

CALL TO ORDER/FLAG SALUTE

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

The following were in attendance:

Board of Directors:

Donna Wright	Gary Bontrager
Michael Stevens	Pat Cook
	Tonya Christoffersen

Staff Members:

Martin McFalls, Fire Chief
Tom Maloney, Deputy Chief
Darryl Neuhoff, Deputy Chief
Paula DeSanctis, Board Secretary

Guests:

Attorney Grant Weed

AUDIENCE PARTICIPATION/PRESENTATIONS:

Chief McFalls welcomed everyone and thanked them for coming. McFalls introduce full-time firefighter Ryan Carbary, Captain Jason Huizenga, and our newly promoted Medical Services Officer Miro Piazzi. After reading brief bios and administering the oath of office, Chief McFalls invited each member's wife up to pin on their badges.

RECESS

Chairperson Cook called for a ten-minute recess for refreshments to return at 7:25 pm.

RECONVENE

The open public meeting reconvened at 7:25 pm.

Chairperson Cook asked for a motion to amend the meeting agenda to add executive session.

Motion: To amend the August 16, 2017 regular meeting agenda to add an executive session to evaluate the performance of a public employee pursuant RCW 42.30.110 1(g).

Made By: Bontrager

Seconded By: Christoffersen

Action: PASSED unanimously



MFD CONSENT AGENDA

- A. Approve minutes of the July 19, 2017, regular meeting
- B. Approval of August Claims and Payroll:
 - i. MFD Expense Fund \$ 156,152.92
 - ii. MFD Payroll (excluding benefits) \$ 1,008,325.82
 - iii. MFD Apparatus Fund \$ 442,565.00

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

SCFD #12 Consent Agenda

- A. Approval of August Claims:
 - I. SCFD #12 Expense Fund \$ 3,420.75

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

INFORMATION ITEMS

Communications: Nothing more to report.

COMMITTEE REPORTS

EMS Committee: Approval of August EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy
August	1,885.00	28,681.14	142.76

Motion: To approve the August ambulance recommendations.
Made By: Bontrager
Seconded By: Christoffersen
Action: PASSED unanimously

Planning Committee: Tabled.

Personnel Committee: Chief McFalls reported the following:

- Promotion Interviews were Monday 14, 2017, Todd Furness was promoted to Battalion Chief and Cody Brooke was promoted to Captain.
- We have upcoming testing to establish an entry level list. Chief McFalls asked the Personnel Committee to set a date for interviews. The Personnel Committee will meet Wednesday, September 13, 2017, 7:30 am at the Administration Office.
- Lateral PM interviews will be held Wednesday, September 23, 2017 at the administration Office.

STAFF BUSINESS

Operations Report: DC Neuhoff reported on behalf of DC Cole.

- We had 1358 calls in July. This is an increase of 195 calls over July 2016.
- Average response times are starting to slowly rise due to what would have been the first responding unit being out of service on another call.
- Battalion Chief Eric Swobody announced his retirement effective September 1, 2017.
- Interviews were conducted on August 14, 2017, Todd Furness was promoted to Battalion Chief and Cody Brooke was promoted to Captain.
- FF Thacker, FF Carbary, and FF Wilson have graduated from WSFTA and are back on line. FF Reeves, FF Anderson, FF Fitchett, and FF Cloudy start WSFTA on August 10, 2017, and should be completed in mid-November.
- Both lateral medics we were processing did not work out. We are working to fill the current four vacant medic positions. Two currently in background checks, we are interviewing five candidates on August 23, 2017. Chief Cole is asking that the board temporarily waive the one-year experience requirement in the Fire Paramedic job description.

After much discussion, the board was in consensus to temporarily waive the one-year requirement as requested.

Motion: To waive the one-year requirement in the Fire Paramedic job description for a twelve-month period.
Made By: Bontrager
Seconded By: Christoffersen
Action: PASSED unanimously

Overtime Report: July overtime was up due to four long-term disabilities, three extended FLMA, three away at North Bend, and the Part-time recruit class expense.

July 2017	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 83,930.84	1,409.50	887.25
Part time	\$ 4,157.71	80.50	
Month Total	\$ 88,088.55	1,490.00	887.25
YTD Totals	\$ 420,477.77	8,073.25	6,723.75

For July, the F/T overtime was \$ 83,930.84 and the P/T overtime was \$ 4,157.71.

Fire Prevention Report: Fire Marshal Maloney reported we have had a busy month with seven structure fires in July. Maloney shared that PIO Christi Veley attended class to become a certified public educator and passed with the highest score in the class. Christie is currently rewriting lesson plans for the crews and has been busy on social media.

Local 3219 Union Report: Chief McFalls reported for Union President Jason Tucker. The Union thanked the Board for their support on the EMS Levy.

OLD BUSINESS

Locution System Station Alerting: DC Neuhoff shared that parts are continuing to arrive. We are talking to contractors for the installation. Everything should be installed the next couple of months.

Hose Replacement: DC Neuhoff reported that we held a hose consortium where three vendors shared information on their product. They will return with hose for the crews to test before we make a purchase. We will need to purchase enough hose to replace the recently failed hose plus hose for the new engines. Recommendations to follow.

NEW BUSINESS

Training Software: DC Neuhoff explained that we are in current negotiations with Target Solutions for the purchasing of the license for the new training tracking software.

Email Concerns: DC Neuhoff shared the concerns raised regarding the shared server housing all the City of Marysville, Marysville Fire District and Snohomish County Fire District 12 emails. District attorney Grant Weed stated that he has been working with the City Attorney John Walker discussing the many issues surrounding the topic.

Audio Visual RFP: DC Neuhoff reported that we held the bid opening for the Audio Visual purchase and installation for Station 62 and 66. Our budget was \$90,000. The lowest bid came in under budget from Morgan Sound at \$84,569.14 including sales tax. The two other bids were well over budget at \$128,371.92 and \$132,067.00. Neuhoff asked for a motion to move forward with Morgan Sound for the purchase and installation of audio and visual equipment for Stations 62 and 66.

Motion: To authorize the Chief to sign a contract with Morgan Sound for the purchase and installation of audio and visual equipment subject to legal review.
Made By: Bontrager
Seconded By: Wright
Action: PASSED unanimously

EXECUTIVE SESSION

Chairperson Cook called for a ten minute executive session at 8:25 pm to evaluate the performance of a public employee pursuant RCW 42.30.110 1(g) to return at 8:35 pm.

Chairperson Cook extended executive session by ten minutes to return at 8:45 pm.

RECONVENE

The open public meeting reconvened at 8:45 pm.



CALL ON BOARD MEMBERS

Cook – Nothing more to report.

Bontrager – Nothing more to report.

Christoffersen – Nothing more to report.

Wright – National Night Out was a success. It was nice to see the Fire District there interacting with the community.

Neuhoff – Nothing more to report.

Weed: Stated to keep in mind that the Chief's contract is set to expire September 15, 2017, before the next board meeting.

McFalls – Enjoyed National Night Out. He visited several neighborhood gatherings meeting residents. He stated it was a very effective event.

DeSanctis – Reminders:

- RFA meeting Thursday, August 24, 2017, 5:00 pm in Marysville.
- 9/11 Ceremony Monday September 11, 2017, 8:30 am at the Marysville Library
- Service Awards BBQ, September 20, 2017, 6 pm Station 62
- WFCA Conference October 25 - 28, 2017 – Snure Seminar October 25, 2017
- Schedule Budget Workshop, proposed dates will be emailed out.

ADJOURNMENT

With no further action required, the Board adjourned at 9 pm.


Paula DeSanctis
Board Secretary

9/20/17
Date approved



Fire Prevention Report

September 20, 2017

- The total fire loss for 2017:
 - There were 19 fire incidents investigated in 2017, with \$7.5 million in assessed value and over \$3.2 million in fire loss.
- We've had two very successful public education events in the last month. We interacted with dozens of families at the Homegrown Festival and handed out roughly 100 Files of Life which will quickly put patients' medical information in the hands of first responders. We saw more than 600 children at Touch a Truck and were able to provide safety information to their families.
- Paramedic Russell Colmore recently conducted a presentation on the dangers of Opioid Abuse for dozens of students at Tulalip Heritage High School.
- We recently submitted an article that will be published next month in Marysville Tulalip Life Magazine. The article features our Battalion Chief Keith Taylor who has performed the National Anthem at many Seattle area professional sporting events.
- We are in the process of shooting new photos of all staff in conjunction with the North County Outlook. A photo spread of our District members is expected to be published in the Outlook in the fall.
- Upcoming events include two CERT refresher courses we are offering in partnership with the City of Marysville on October 14 and November 4. These classes are intended for CERT graduates to continue honing their skills. We will also be partnering with the Red Cross on October 7, to install smoke alarms at Glenwood Mobile Estates.
- Our Facebook audience grew another 9 percent to 1,446 likes and 1,467 followers. Our Twitter audience is up 7 percent to 900 followers.
 - This month we had our most popular social media post ever – firefighters helping a sick dog – which reached nearly 32,000 people.
- We are in the midst of creating a MFD account with Nextdoor, which is a neighborhood-based social media platform gaining in popularity.
- We are testing the new electronic inspections program and developing the crew training. We have begun using the iPads for inspections. We will also transition to hydrant inspections on the iPads in 2018

Public Education

Number of Public Education Attendees

Program	Current Month	Year to date
Preschool Program	0	239
Elementary Age (K-5)	0	827
High School	65	65
Station Tours	0	234
Smoke Alarm Installations	0	2
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	7
Public Events	1200	2715

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	1	1	0	0	0	1	0	0	\$ 900,000.00	\$ 80,000.00
May	3	2	0	1	1	0	1	1	\$ 368,100.00	\$ 49,000.00
June	3	1	2	0	3	0	0	0	\$ 343,549.00	\$ 343,549.00
July	7	5	1	1	4	3	0	0	\$ 2,470,516.00	\$ 553,500.00
August	0	0	0	0	0	0	0	0	\$ -	\$ -
September										
October										
November										
December										
Totals	19	14	3	2	11	6	1	1	\$ 7,537,301.00	\$ 3,272,580.00

