

MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
December 20, 2017

CALL TO ORDER/FLAG SALUTE

Chairperson Cook called the meeting to order and Boardmember Wright led the flag salute at 7:04 pm.

The following were in attendance:

Board of Directors:

Donna Wright	Pat Cook
Rob Toyer	Tonya Christoffersen
	Rick Ross

Staff Members:

Martin McFalls, Fire Chief
Jeff Cole, Deputy Chief
Tom Maloney, Deputy Chief
Darryl Neuhoff, Deputy Chief
Chelsie McInnis, Finance Manager
Joyce Savage, Human Resources Manager
Paula DeSanctis, Board Secretary

Guests:

AUDIENCE PARTICIPATION/PRESENTATIONS:

Chief McFalls welcomed and thanked everyone for joining us for a special night of recognition.

Chief McFalls gave an overview of Board of Director Donna Wright's 19 years serving on the district's fireboard. McFalls presented Wright with a plaque honoring Wright for her years of service and dedication to the fire service and our community.

Former Marysville Fire Chief Greg Corn was in attendance to help honor Wright, sharing his appreciation for the many years of commitment she has shown the fire district.

Next, Chief McFalls introduced newly promoted Captain Kate Songhurst and Battalion Chief Rick Jesus. After reading short bios on each, Chief McFalls administered the oath of office and badges were pinned.

Chief McFalls again thanked everyone for coming out tonight and invited everyone out to the foyer for coffee and dessert.

Chief McFalls congratulated Commissioner Tonya Christoffersen on her win in the last election for the Snohomish County Fire Protection District 12 Commissioner Position #3. Human Resource Manager (notary) Joyce Savage administered the oath of office with Commissioner Christoffersen.

MFD CONSENT AGENDA

- A. Approve minutes of the November 15, 2017, regular meeting
- B. Approval of December Claims and Payroll:
 - i. MFD Expense Fund \$ 209,289.30
 - ii. MFD Payroll (excluding benefits) \$ 916,922.15
 - iii. MFD Apparatus Fund \$ 424.00

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

SCFD #12 Consent Agenda

- A. Approve minutes of the November 15, 2017, special meeting – 2018 Admin Salary Increases
- B. Approve minutes of the December 6, 2017, special meeting – Audit Exit
- C. Approve minutes of the December 19, 2017, special meeting - RFA update
- D. Approval of December Claims:
 - I. SCFD #12 Expense Fund \$ 2,097.81

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

INFORMATION ITEMS

Communications: Nothing to report.

COMMITTEE REPORTS

EMS Committee: Approval of December EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
December	2,893.60	33,797.51	265.00	512.92

Motion: To approve the December ambulance recommendations.
Made By: Toyer
Seconded By: Cook
Action: PASSED unanimously

Planning Committee: Tabled.

Personnel Committee: Has not met since last report.

STAFF BUSINESS

Operations Report: Chief Cole reported on the following:

- We were up 162 calls over November of 2016. Our response times were as expected.
- Marysville Fire District has been offered an opportunity to have Harborview paramedic students come to our District to complete ride alongs with our medics. Cole is looking into the offer and will report back to the board.
- We had one entry level FF/PM start December 14, 2017 and we have one entry level FF/PM starting after the first of the year.
- We currently have four out on light duty, three out on FMLA, possibly two more upcoming FMLA, two out on administrative leave, and we are down nine part-time employees.
- We have a part-time academy scheduled to start January 6, 2018 with ten recruits.

Overtime Report:

November 2017	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 54,383.58	970.53	602.50
Part time			
Month Total	\$ 54,383.58	970.53	602.50
YTD Totals	\$ 640,301.31	11,313.04	10,034.50

For November, the F/T overtime was \$ 54,383.58 and the P/T overtime was \$ 0.00.

Fire Prevention Report: Chief Maloney shared that, due to lost recovery concerns, we will not be going forward with the CPR classes we were hoping to offer.

Local 3219 Union Report: Union representative Cody Brooke announced that he will be next year's Union President with Matt Campbell as Vice President.

OLD BUSINESS

Audio Visual: Chief Neuhoff shared that the audio visual equipment has been installed at Station 62 and 66. There are a few programming issues being worked out and will be in service the next couple of weeks.

Mechanic Position: Chief Neuhoff reported the candidate for the mechanic position has moved through all of the processes and will start work January 3, 2018.

Fire Engines Update: Chief Neuhoff stated our two new fire engines will be here mid-January, about the same time as the new hose purchase.

NEW BUSINESS

SCFD12 Resolution #2017A-5: A Resolution Authorizing the Fire Chief to Execute an Interlocal Agreement Creating Snohomish County 911, A County Wide Consolidated Public Emergency Communications Agency, and Authorizing other Related Actions.

SnoCo 911 Caucus Position Appointment.

Motion: To approve the Resolution Authorizing the Fire Chief to Execute an Interlocal Agreement Creating Snohomish County 911, A County Wide Consolidated Public Emergency Communications Agency, and Authorizing other Related Actions and to Appoint Darryl Neuhoff as the Principal Agency Representative for Marysville Fire District/Fire District 12 to Snohomish County 911.

Made By: Christoffersen
Seconded By: Ross
Action: PASSED unanimously

Bunker Gear Bid: Chief Maloney shared that he has updated the specs to meet the current needs for the upcoming bunker gear bid process.

University of Washington Earthquake Early Warning System: Chief Neuhoff shared that the University of Washington has requested permission to place a receiving antenna for their earthquake early warning system at Station 63.

Agenda Bill: 2018 Administrative Salary Increases.

Chief McFalls shared that he spoke with each boardmember individually and feels we are ready to move forward on the 2018 wage scale and policy revisions. Chairperson Cook asked if there were any further questions or comments on the topic. With no questions, the following two motions were made.

Motion: To approve the non-exempt and exempt 2018 wage scale as presented
Made By: Cook
Seconded By: Ross
Action: PASSED unanimously

Motion: To approve the revisions in policies 2400 and 2401
Made By: Cook
Seconded By: Christoffersen
Action: PASSED unanimously

Agenda Bill Policy #6007 – Self Insurance – Unemployment Compensation

Motion: To adopt Marysville Fire District policy #6007 – Self Insurance Unemployment.
Made By: Toyer
Seconded By: Christoffersen
Action: PASSED unanimously

Key Bank Ambulance Billing Account – Authorized Signer Approval

Motion: To approve Martin McFalls, Joyce Savage, and Terry Matsumura as authorized signers for the Key Bank Marysville Fire District Ambulance Billing Bank Account.
Made By: Ross
Seconded By: Christoffersen
Action: PASSED unanimously

Agenda Bill: SCFD12 and City of Marysville Third Amendment to Agreement for Joint Operation of Fire and Emergency Medical Protection.

Motion: To approve the Third Amendment to Agreement for Joint Operation of Fire and Emergency Medical Protection.
Made By: Christoffersen
Seconded By: Ross
Action: PASSED unanimously

Agenda Bill: Second Amendment Quil Ceda Village Fire and EMS Protection Services Agreement.

Motion: To approve the Second Amendment Quil Ceda Village Fire and EMS Protection Services Agreement.
Made By: Ross
Seconded By: Toyer
Action: PASSED unanimously

EXECUTIVE SESSION

Chairperson Cook called for a twenty minute executive session at 7:45 pm to discuss the Collective Bargaining Agreement Pursuant RCW 42.30.140(4)(a) to return at 8:05 pm.

RECONVENE

The open public meeting reconvened at 8:05 pm.

CALL ON BOARD MEMBERS

Ross – Congratulated Tonya on winning her election. Congratulated Donna on her new journey. Stated he enjoyed getting to know her at the October WFCA Conference. Merry Christmas everyone.

Christoffersen – Extended her thanks to Donna for her years of service to the City and the Fire District. Stated no one can truly appreciate all that an elected official does. Wished everyone a Merry Christmas.

Toyer – Thanked Donna for her years of service and mentoring. Merry Christmas.

Neuhoff – Thanked Donna for time she dedicated to the fireboard.

Cook – Expressed to Donna that there are no words to express the gratitude from the community and all of us. We appreciate all you have brought to the table. Merry Christmas.

Maloney – Stated that Donna was on the hiring panel when he was hired. Thank you Donna. Merry Christmas everyone, enjoy your families.

McFalls – Again, thanked Donna for her service. Stated it has been a privilege working with her. Thanked Chief Corn for coming out tonight. Introduced new Councilmember Mark James.

Cole – Thanked Donna for her long-standing voice on the fireboard.

Wright – Thanked everyone for their kind words. Stated it has been a privilege serving on the fireboard. Wished everyone the best with all the upcoming changes and challenges. Merry Christmas.

DeSanctis – Wished everyone a very Merry Christmas and a Happy New Year!

ADJOURNMENT

With no further action required, the Board adjourned at 8:13 pm.



Paula DeSanctis
Board Secretary

1-17-18
Date approved

Fire Prevention Report

December 20, 2017

- The total fire loss for 2017:
 - There were 25 fire incidents investigated in 2017, with \$10.3 million in assessed value and over \$3.5 million in fire loss.
- Christie attended a training in Vancouver on developing risk assessments. This was a pilot course that is provided by Vision 20/20 and we were asked to participate by the Washington State Association of Fire Marshals.
- After conducting an analysis for cost recovery the CPR/First Aid program will not be offered at this time because we would have to charge too much in order to meet the requirements of the auditor.
- Once again we are using the campaign of “Keep the Wreath Green” which started on Thanksgiving Day. As of December 13, there were 3-white bulbs. Each station has a wreath displayed showing the lights.
- We continue seeing slow and steady growth on social media. Our Facebook audience grew another 2 percent to 1,588 likes and 1,618 followers. Our Twitter audience is up 4 percent to 1003 followers.
- We would like to remind you to keep fire safe during the Holidays by keeping your fresh cut tree watered and do not overload your electrical outlets. Have a safe and enjoyable Holiday Season!

Public Education

Number of Public Education Attendees

Program	Current Month	Year to date
Preschool Program	0	239
Elementary Age (K-5)	0	1052
High School	0	65
Station Tours	2	417
Smoke Alarm Installations	0	58
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	7
Public Events	1000	3815

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	1	1	0	0	0	0	0	1	\$ 12,000.00	\$ 12,000.00
October	0	0	0	0	0	0	0	0	\$ -	\$ -
November	5	5	0	0	4	1	0	0	\$ 2,805,050.00	\$ 244,389.00
December										
Totals	25	20	3	2	15	7	1	2	\$ 10,354,351.00	\$ 3,528,969.00

Marysville Fire District Fire Causes Ending November 30, 2017

