

**MARYSVILLE FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
**March 21, 2018 – MFD Fire Station 62**

**CALL TO ORDER/FLAG SALUTE**

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

**The following were in attendance:**

**Board of Directors:**

Michael Stevens	Pat Cook
Tom King	Tonya Christoffersen
Rob Toyer	Rick Ross

**Staff Members:**

**Guests:**

Martin McFalls, Fire Chief  
Jeff Cole, Deputy Chief  
Darryl Neuhoff, Deputy Chief  
Paula DeSanctis, Board Secretary

**AUDIENCE PARTICIPATION/PRESENTATIONS**

**EXECUTIVE SESSION**

Chairperson Cook 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) and to discuss the Collective Bargaining Agreement pursuant RCW 42.30.140(4)(a) returning to open public meeting at 7:25 pm.

Chairperson Cook called for a ten-minute extension to return at 7:35 pm.

**RECONVENE**

The open public meeting reconvened at 7:35 pm.

**MFD CONSENT AGENDA**

- A. Approve minutes of the February 21, 2018, regular meeting
- B. Approval of March Claims and Payroll:
  - i. MFD Expense Fund \$ 264,786.62 ✓
  - ii. MFD Payroll (excluding benefits) \$ 916,097.40 ✓
  - iii. MFD Apparatus Fund \$ 5,564.02 ✓

*CMW*

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

**SCFD #12 Consent Agenda**

- A. Approval of March Claims:
  - I. SCFD #12 Expense Fund \$ 766.87

*CM*

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

**INFORMATION ITEMS**

**Communications:** Chief McFalls asked the Board to please review the 2017 Annual Report that was handed out for approval at the April 18, 2018 Regular Meeting. Chief Cole made note that there was an added section this year to the Annual Report to include Peer Support.

**COMMITTEE REPORTS**

EMS Committee: Approval of March EMS accounts recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
March	1,272.02	34,361.50	348.56	1,096.61

**Motion:** To approve the March ambulance recommendations.  
**Made By:** Christoffersen  
**Seconded By:** Ross  
**Action:** PASSED unanimously

**Planning Committee:** Tabled.

**Personnel Committee:** Has not met.

**RFA Committee:** Chief McFalls stated that the next RFA Committee Meeting is scheduled for March 22, 2018, 5 pm at Marysville City Hall. Mayor Nehring will be the facilitator and Consultant Karen Reed is suspected to attend the following meeting.

**STAFF BUSINESS**

Operations Report: Chief Cole reported on the following:

- February calls increased by nine calls over 2017 to 1,114 calls for the month. Our average response times were up to an average of 6:55, which is an average of about six seconds over last year's average.
- FF/PM's Kendrick and Day will graduate from the Washington State Fire Academy on April 20, 2018. FF's Work, Hereth and FF/PM Donaldson started at Snohomish County Recruit Academy on March 19, 2018.

- We are working very hard to get some part-time firefighters hired but we continue to struggle. We interviewed twelve in the last couple of weeks and are already down to seven before the class has even begun.
- Crews are currently working through three training opportunities on the new engines; Rosenbauer Rep training, maintenance training and driver experience. Our plan is to begin to put them in service on April 3, 2018.
- We are working with Emily from Attorney Grant Weed's office on a situation that has risen concerning Non LEOFF Employer Compensation. Information will be passed to the Board as it comes available.

**Overtime Report:** Chief Cole reported that our overtime for February is \$35,059.02. We had four off on FMLA with three upcoming in the near future. We had three employees off with injuries and we are down eleven part-time employees.

<b>February 2018</b>	<b>Dollars</b>	<b>Total Hours</b>	<b>Sick Leave Used</b>
Full-time	\$ 35,059.02	573.00	1,188.50
Part time	\$ -	0.00	
<b>Month Total</b>	<b>\$ 35,059.02</b>	<b>573.00</b>	<b>1,188.50</b>
YTD Totals	\$ 116,379.24	1,931.25	2,244.15

**For February, the F/T overtime was \$ 35,059.02 and the P/T overtime was \$ 0.00.**

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

**Local 3219 Union Report:** Captain Matt Campbell reported that the Local will be taking Councilmember Mark James to Fire Opps. Campbell shared that President Cody Brooke asked to stress the need for the District to be fully funded. Our crews are being run ragged and our part time program is not working. Something needs to be figured out. If we continue down this road, it is only a matter of time before we see a serious injury or death of one of our crewmembers. We need long-term sustainable funding; we cannot keep putting it off.

## **OLD BUSINESS**

**Fire Engines Update:** Chief Neuhoff stated that our two new engines have arrived. A check was sent to Rosenbauer for the remaining balance less accrued late fees. Lead Mechanic Josh Farnes shared one of the two engines is fully equipped. The second will be ready in the next couple of days. Farnes stated that no new equipment was purchased for the new engines; he will be transferring all tools from the old engines.

**Locution Alerting:** Chief Neuhoff shared that we are still working on the installation of the locution equipment. Installation should be completed by the end of March.

## **NEW BUSINESS**

**Rescue Equipment:** Chief Neuhoff informed the Board that we will potentially be purchasing four pieces of rescue equipment in the near future. It is his hope to reallocate unused money approved for the hose replacement for the purchase of the equipment. Neuhoff will keep the Board informed.

### **MFD - 2018B-1 "A Resolution Establishing Regular Board Meeting Schedule"**

**Motion:** To Establish the Day and Time of the Regular Board Meeting to be held at 6 pm on the third Wednesday of each calendar month at Marysville Fire Station 62 located at 10701 Shoultes Rd. Marysville, WA 98271.  
**Made By:** Christoffersen  
**Seconded By:** Toyer  
**Action:** PASSED unanimously

### **SCD12 - 2018A-1 "A Resolution Declaring Regular Board Meetings to Run Concurrently with Marysville Fire District Regular Board Meetings"**

**Motion:** Declaring the Regular Board Meetings to Run Concurrently with Marysville Fire District Regular Board Meetings to be held at 6 pm on the third Wednesday of each calendar month at Marysville Fire Station 62 located at 10701 Shoultes Rd. Marysville, WA 98271.  
**Made By:** Christoffersen  
**Seconded By:** Ross  
**Action:** PASSED unanimously

### **MFD Agenda Bill - MFD - 2018B-2 "A Resolution Adopting statement of support for a new countywide emergency services radio system and the establishment of a dedicated funding system"**

**Motion:** A Resolution Adopting statement of support for a new countywide emergency services radio system and the establishment of a dedicated funding system.  
**Made By:** King  
**Seconded By:** Christoffersen  
**Action:** PASSED unanimously

### **SCFD 12 Agenda Bill - SCFD 12 - 2018A-2 "A Resolution Adopting statement of support for a new countywide emergency services radio system and the establishment of a dedicated funding system"**

**Motion:** A Resolution Adopting statement of support for a new countywide emergency services radio system and the establishment of a dedicated funding system.  
**Made By:** Cook  
**Seconded By:** Ross  
**Action:** PASSED unanimously

**Agenda Bill - Consultant Agreement – Contract for Mental Health Professional for CISM/Peer Support Team Services.**

**Motion:** To Authorize the Fire Chief to Negotiate a Contract for Services not to exceed \$5,000.00.  
**Made By:** Ross  
**Seconded By:** Toyer  
**Action:** PASSED unanimously

**Agenda Bill - Policy and Procedure Updates – 1000 Series Policy and Procedures (Board of Directors), 3000 Series Policy and Procedures (Community Relations), Policy #2021 Work Place Violence Policy.**

**Motion:** To Approve Updated 1000 Series, 3000 Series, and policy #2021 as working draft policies for six months.  
**Made By:** Ross  
**Seconded By:** Toyer  
**Action:** PASSED unanimously

Commissioner Cook asked for an update on the Peer Support Team and the allocation of funds approved for the program. Chief McFalls stated that a full report will be presented at this year's Budget Workshop.

**CALL ON BOARD MEMBERS**

**Ross** – Stated he appreciated Local 3219 President Cody Brooke and Human Resources Manager Joyce Savage for their input on topics discussed in executive session.

**Christoffersen** – Thanked staff for including the letter sent in from a patient thanking the crews for helping save his life.

**Cook** – Looking forward to a ride on one of the new fire engines.

**King** – Shared that he attended a WFCA seminar in Spokane last month and the Sno-Isle Commissioners meeting earlier this month at District 19.

**Toyer** – Nothing more to report.

**McFalls** – Our PIO, Christie Velej, has been doing an outstanding job. We have had positive feedback from our fire crews as to her work alongside them out in the community. Velej has strong ties with the media has been the driver behind KCPQ's weeklong series featuring the City of Marysville. Thanked Sandra Elvrom for the great job on the 2017 Annual Report.

**Cole** – Thanked Sandra Elvrom for all the hard work in putting together the 2017 Annual Report.

**Stevens** – Stated he appreciates PIO Christie Velej's presences in the community. Looking forward to checking out the new engines.

**Neuhoff** – There will be a fire apparatus ceremony in the near future and will be inviting all Boardmembers to attend. SERS and SNOCO Dispatch are talking of a merger. Neuhoff stated he will keep the Board informed as talks progress.

**DeSanctis** – Informed the Board of a second seminar being offered at the WFCA Chelan seminar. The additional seminar will be on Friday, June 1, 2018; from 10 am to 4 pm., DeSanctis asked for all Boardmember please let her know if they would like to attend so she can get them registered and extend their hotel reservations.

## **ADJOURNMENT**

With no further action required, the following motion was made to adjourn at 8:13 pm.

**Motion:** To Adjourn the March Regular Board Meeting  
**Made By:** Ross  
**Seconded By:** Toyer  
**Action:** PASSED unanimously

  
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Paula DeSanctis  
Board Secretary

  
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Date approved

## Fire Prevention Report

March 21, 2018

- The total fire loss for 2018:
  - There were 3 fire incidents investigated in 2018, with \$197,000 in assessed value and \$51,000 in fire loss.
- We recently did a ride-along and interviews with Q13 for a series of stories on Marysville's growth. The series will air the week of March 19.
- Christie Veley completed Basic PIO training and will also be taking a news conference and interviewing class in late March.
- Marysville Fire District had a booth at the recent Opportunity Expo at Everett Community College where we were able to talk to high school students about having a career in the fire service. We experienced a healthy level of interest from students attending.
- In March, firefighters from Station 62, Chief McFalls and Chief Maloney and Chief Jesus had lunch and did a bunker gear demonstration with the entire Special Ed department at Marysville Pilchuck High School.
- Our Facebook audience is up 2 percent from January with 1,723 likes and 1,759 follows. Our Twitter audience is up 3 percent to 1,127 followers.

### Public Education

Number of Public Education Attendees

Program	Current Month	2018
Preschool Program	139	199
Elementary Age (K-5)	0	0
High School	80	80
Station Tours	0	12
Smoke Alarm Installations	0	0
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	0
Public Events	80	155

**Marysville Fire District 2018 Fire Incident Totals**

Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	2	1	1	0	0	0	2		\$ 33,000.00	\$ 33,000.00
February	1	1	0	0	1	0	0		\$ 164,000.00	\$ 18,000.00
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
<b>Totals</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>\$ 197,000.00</b>	<b>\$ 51,000.00</b>

