

**MARYSVILLE FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
**August 15, 2018 – 6 pm - MFD Fire Station 62**

**CALL TO ORDER/FLAG SALUTE**

Chairperson Cook called the meeting to order and Commissioner Ross led the flag salute at 6 pm.

**The following were in attendance:**

**Board of Directors:**

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Michael Stevens	Pat Cook
Tom King	Rick Ross
	Tonya Christoffersen

**Staff Members:**

**Guests:**

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

**AUDIENCE PARTICIPATION/PRESENTATIONS**

**MFD CONSENT AGENDA**

- A. Approve minutes of the July 18, 2018, regular meeting
- B. Approval of August Claims and Payroll:
  - i. MFD Expense Fund \$ 174,550.96  
Vouchers Numbers 180802001 - thru - 180802085
  - ii. MFD Payroll (excluding benefits) \$ 908,115.14
  - iii. MFD Apparatus Fund \$ 0.00  
Vouchers Numbers

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

**SCFD #12 Consent Agenda**

- A. Approval of August Claims:
  - i. SCFD #12 Expense Fund \$ 535.14  
Vouchers Numbers 180801001 - thru - 180801003

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



## ***INFORMATION ITEMS***

**Communications:** Chief McFalls extended a thank you to the Board from Captain Jason Tucker for the approval to use the old Crown fire engine at his recent wedding. Chief McFalls stated there is an additional request for the use of the Crown fire engine at another Marysville Fire District member wedding next week. All board members were in agreement to allow the use of the old Crown fire engine.

## ***COMMITTEE REPORTS***

EMS Committee: Approval of August EMS account recommendations.

<b>Month</b>	<b>Charity</b>	<b>Collections</b>	<b>Bankruptcy</b>	<b>Refunds</b>
August	3,884.91	38,517.21	0.00	1,328.05

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

**Planning Committee:** Tabled.

**Personnel Committee:** Chief McFalls reported that three part-time members were interviewed to fill one entry level position. Chase Milless was chosen to move on in the hiring process.

**RFA Committee:** Chief McFalls, Public Information Officer Christie Veley and City Communications Officer Connie Mennie met with a representative from the Cocker Fennessy Firm to start discussions on the RFA communications plan. The next RFA meeting is September 27, 2018, 5 pm at City Hall followed by the first public forum starting at 6:30 pm.

## ***STAFF BUSINESS***

**Operations Report:** DC Cole reported on the following:

- We were down 94 calls for the month.
- This morning Station 61 crews were involved in a search and rescue of a three year old. The toddler was located safe and unharmed.
- DC Cole and DC Neuhoff have been working on the issues identified in the CPSM study; turn out and response times.
- DC Cole and DC Neuhoff are also working on the implementation of the PS Tracks software.
- Congratulations to DC Maloney on being awarded the Fire Act Grant submitted for the purchase of a new Lucas device which assists our crew members in administering CPR.

**Overtime Report:** We had five members out on FMLA, one off with an injury for the next six months, no one on light duty, and we are down thirteen part-time members. We currently have seven part-time candidates in the background process.

July 2018	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 35,496.99	623.25	779.00
Part time	\$ 2,949.02	72.00	
<b>Month Total</b>	<b>\$ 38,446.01</b>	<b>695.25</b>	<b>779.00</b>
YTD Totals	\$ 436,279.85	7,385.50	7,504.34

**For July, the F/T overtime was \$ 35,496.99 and the P/T overtime was \$ 2,949.02.**

**Fire Prevention Report:** DC Maloney asked the Board for approval to reallocate the remaining money from the \$18k budgeted for totes to purchase an ultra-sonic washer. All were in favor of a budget re-appropriation for the purchase of the washer.

**Local 3219 Union Report:** Captain Matt Campbell reported that Union President Cody Brooke and Union Secretary Dean Shelton attended the IAFF Conference in Seattle. Campbell expressed the concern of our broken part-time program. He stated it is a drain on the District's budget and on the organization as a whole. Campbell asked the Board to please keep this in mind as we begin talks of the 2019 budget cycle.

## **OLD BUSINESS**

**SERS Update:** DC Neuhoff shared that merger talks continue as we wait on the outcome of the November ballot vote to replace the emergency radio system.

**Vehicle Insurance:** DC Neuhoff shared that after further research, he recommends that we just make corrections to the actual value of our vehicles on our current policy rather than changing to replacement values.

**Hose Update:** DC Neuhoff reported that the delivery of our newly purchased hose should be arriving shortly.

**Aid Car Bid:** DC Neuhoff shared the bid for the new aid cars has gone out for publication with a bid opening date of September 7, 2018. There was a brief discussion on the possibility of the need for the aid cars to be 4-wheel drive. DC Neuhoff stated he would look into adding a change order to include 4-wheel drive if needed. Neuhoff will discuss the option with Fleet and Facilities Lead Josh Farnes and report back to the Board.

## **NEW BUSINESS**

**2017 State Audit:** Chief McFalls informed the Board that the State Auditors have just finished our 2017 financial audit. McFalls shared an email he received from our State Auditor, Ling, praising Finance Manager Chelsie McInnis for her efficiencies and working attitude, also stating that Chelsie is truly a great asset to the Marysville Fire District. Further, Chief McFalls shared that the State Auditor's Office is crediting MFD \$500.00 and adopting McInnis' cash receipting procedures for auditor training and as a guideline for all fire departments throughout Washington State. McFalls stated that an exit conference invitation will be going out within the next three weeks.



## **CALL ON BOARD MEMBERS**

**Ross** – Thanked DC Maloney for the final fireworks report and gave kudos to all crews who worked the Fourth of July holiday.

**King** – Shared that he did a ride along with BC Soper. Last week he toured the emergency systems location out by Station 66. Stated he is happy that the criminal justice tax ballot for the new police and jail passed.

**Stevens** – Asked DC Neuhoff if we would be quoted a better price on aid cars if we include the 4-wheel drive option in the original bid rather than as a change order. Neuhoff stated he would discuss the options with Fleet and Facilities Lead Josh Farnes.

**Christoffersen** – Nothing more to report.

**McFalls** – Nothing more to report.

**Cole** – Nothing more to report.

**Maloney** – Happy Labor Day!

**Neuhoff** – Nothing more to report.

**Cook** – Thanked the crew for doing a great job.

**DeSanctis** – Reminded the Board of all upcoming meetings; Service Awards BBQ September 19<sup>th</sup> 4:30 pm at Station 62 just before the regular meeting at 6 pm, RFA meeting September 27<sup>th</sup> 5 pm at City Hall followed by the first public forum at 6:30 pm, the 2019 Budget Workshop is October 3<sup>rd</sup>, 9 am at Station 66, the second scheduled public forum is October 17, 2018, 4:30 pm at Station 62 just before the October regular meeting and the WFCA Conference is October 25 – 27, 2018 with a Snure Seminar the evening of October 24, 2018 beginning at 6:30 pm.

## **ADJOURNMENT**

With no further action required, the following motion was made to adjourn at 6:49 pm.

**Motion:** To adjourn the August 15, 2018 Regular Board Meeting.  
**Made By:** King  
**Seconded By:** Stevens  
**Action:** PASSED unanimously

  
Paula DeSanctis  
Board Secretary

9/19/18  
Date approved

# Fire Prevention Report

August 15, 2018

- The total fire loss for 2018:
  - There were 14 fire incidents investigated in 2018, with \$1.8 million in assessed value and \$421,165 in fire loss.
- We have had another successful campaign for fireworks awareness. Our crews did not respond to a single injury or fireworks-related fire call within Marysville city limits. A detailed fireworks report will be provided in a separate handout.
- We received notice that we were recipients of Fire Act Grant for \$21,000. This was written for a Lucas device which assists our members in administering CPR.
- We will be hosting a class sponsored by the International Fire Marshals Association on September 25 and 26 at Station 62.
- Our fall CERT class will start on September 11, with all classes being held at Station 62.
- We participated in National Night Out and the Handmade and Homegrown Festival, handing out education materials and speaking with families about car seat safety. We'll have a booth and three fire apparatus at Touch a Truck on Saturday, September 8.
- We reached our goal of 2,000 Facebook followers, increasing 6 percent this month to 2,050 follows and 2,004 likes. Our Twitter audience is up 7 percent to 1,293 followers.

## Public Education

Number of Public Education Attendees

Program	Current Month	2018
Preschool Program	20	331
Elementary Age (K-5)	45	180
High School	0	80
Station Tours	0	94
Smoke Alarm Installations	0	0
Youth Fire-Setter Interventions	0	1
Helmet Fittings	0	0
Public Events	700	1905
Car Seat Installs	1	1
Older Adult Fire/Fall Prevention	15	20

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	0	\$ 33,000.00	\$ 33,000.00	
February	1	1	0	0	1	0	0	0	\$ 164,000.00	\$ 18,000.00	
March	3	3	0	0	2	0	0	1	\$ 411,500.00	\$ 41,000.00	
April	2	2	0	0	2	0	0	0	\$ 56,000.00	\$ 55,250.00	
May	2	1	0	0	2	0	0	0	\$ 702,709.00	\$ 143,289.00	
June	1	1	0	0	1	0	0	0	\$ 233,555.00	\$ 10,178.00	
July	1	1	0	0	1	0	0	0	\$ 195,909.00	\$ 83,961.00	
August											
September											
October											
November											
December											
<b>Totals</b>	<b>14</b>	<b>10</b>	<b>2</b>	<b>2</b>	<b>10</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>\$ 1,874,646.00</b>	<b>\$ 421,165.00</b>	





