

MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
September 19, 2018 – 6 pm - MFD Fire Station 62

CALL TO ORDER/FLAG SALUTE

Chairperson Cook called the meeting to order and Chief McFalls led the flag salute at 6 pm.

The following were in attendance:

Board of Directors:

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

Staff Members:

Guests:

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

AUDIENCE PARTICIPATION/PRESENTATIONS

MFD CONSENT AGENDA

- A. Approve minutes of the August 15, 2018, regular meeting
- B. Approval of September Claims and Payroll:
 - i. MFD Expense Fund \$ 224,691.61
Vouchers Numbers 180902001 - thru - 180902097
 - ii. MFD Payroll (excluding benefits) \$ 938,251.92
 - iii. MFD Apparatus Fund \$ 0.00
Vouchers Numbers

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

SCFD #12 Consent Agenda

- A. Approval of September Claims:
 - i. SCFD #12 Expense Fund \$ 74.45
Vouchers Numbers 180901001 - thru - 180901002

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



INFORMATION ITEMS

Communications: Chief McFalls shared that SERS has been encouraging all Fire District personnel to push forward the November ballot measure for the new emergency radio system.

COMMITTEE REPORTS

EMS Committee: Approval of September EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
September	3,182.31	29,467.13	0.00	0.00

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

Planning Committee: Tabled.

Personnel Committee: Has not met.

RFA Committee: Chief McFalls reported that our next RFA Meeting will be Thursday, September 27, 2018, 5pm at City Hall. The first Public Forum will follow starting at 6:30 pm. Cocker Fennessy has started the RFA communication plan, contacting those on the initial list to get a feel for how the public perceives the proposed RFA.

STAFF BUSINESS

Operations Report: DC Cole reported on the following:

- We were down 143 calls from 2017 for a total of 1246 calls.
- We continue to work closely with all BC's evaluating turn out times.
- We have started our 2018-4 PT recruit academy. We had 5 of the 8 complete the full two week academy. They will begin shadow shifts this week.
- On October 1, 2018 we are starting the interview process for the 2019-1 PT recruit academy.
- We had six new full time members plus one Company Officer start the Snohomish County Fire Training Academy Monday, September 17, 2018. Cole did a cost comparison between the State Academy and the Snohomish County Academy. We are saving between \$700 to \$800 per recruit with a better product outcome.
- Attended an initial meeting with Seattle Premium Outlets and Tulalip Police regarding the possibility of an Active Shooter drill in March of 2019.

Overtime Report: Chief Cole reported we had 5 employees off on FMLA, 1 off with an expected 6 month injury, we had no one on light duty and we are down 9 PT firefighters.

August 2018	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 55,393.84	982.50	1,071.31
Part time	\$ -	0.00	
Month Total	\$ 55,393.84	982.50	1,071.31
YTD Totals	\$ 491,673.69	8,368.00	8,575.65

For August, the F/T overtime was \$ 55,393.84 and the P/T overtime was \$ 0.00.

Fire Prevention Report: DC Maloney reported that we will need to go to bid for the Ultra Sonic Washer. The hood bids received did not meet specifications. We have purchased sample hoods to field test before we advertise for a re-bid. Both the washers and hoods will be added as line items in the 2019 budget. Maloney stated we should hear about the SAFER grant by the end of the month.

Local 3219 Union Report: Captain Matt Campbell reported for Local 3219. We had our annual 9/11 Ceremony at the Marysville Library. The Marysville Fire District color guard presented colors while BC Taylor sang the National Anthem at the Mariners game on the night of September 11, 2018.

OLD BUSINESS

SERS Update: DC Neuhoff stated that radios have been distributed throughout the district for a trial period. Merger talks continue with the likely hood of passing.

Hose Update: DC Neuhoff reported that all newly purchased hose has been delivered and distributed.

Aid Car Bid: DC Neuhoff shared that after further review and consultation with our Fleet Mechanics and Operations Chief, it was determined that a change order for upgrading to a four wheel drive vehicle is not available, a new bid would need to be established. Neuhoff explained that we moved forward with the current bidding process as specified, with an addendum to delay the bid opening to align after tonight's board meeting to allow the Board the opportunity to take action to direct the modifications of the bid specifications if so desired. Neuhoff stated the staff provides no recommendation for a four wheeled drive modification. The Board was in agreement to continue with the current bid as specified without the four wheel drive option.

2017 SAO Audit: Finance Manager McInnis shared that we had an excellent clean 2017 financial audit with only one house keeping item listed. The audit included Interlocal Agreements, Financial Conditions and Cash Receipting. McInnis shared that SAO has used the District's cash reconciliation process as training for state auditors, which saved the District approximately \$500 on this audit.

NEW BUSINESS

Agenda Bill: "Personnel Policies No. 2255, No. 2600 and No. 2601"

Motion: To approve Personnel Policies No. 2255, No. 2600 and No. 2601.
Made By: Christoffersen
Seconded By: Stevens
Action: PASSED unanimously

Agenda Bill: GEMT Revenue Fund Assignment:

Finance Manager Chelsie McInnis gave a detailed explanation of the proposed GEMT Revenue Fund Assignment proposals. The District has started to receive the GEMT revenues on current transports. It is recommended to assign the funds for deposit to the Capital/Reserve Account. The District is required to submit the state match portion of settlement funds to HCA, the estimated amount is approximately \$712,000. A contract will be drafted by HCA and sent to both SAO and District Attorney Grant Weed for review before payment. The state portion submitted, plus the federal match portion, will be remitted back to the district. Current estimates for total settlement values is approximately \$1.5 million. The settlement payment and reimbursement are anticipated to occur first quarter of 2019.

Motion: To approve the Appropriation of the GEMT Funds to the Capital/Reserve Account.
Made By: Ross
Seconded By: Toyer
Action: PASSED unanimously

Apparatus Replacement Plan: Chief Neuhoﬀ informed the Board of the future apparatus replacement plan and the possibility of moving it forward based on the age of reserve apparatus.

FPD 12 Resolution 2018A-3 “A Resolution Stating Support for Countywide Proposition No. 1 Radio Tax”

Motion: To approve the Resolution Stating FPD No. 12’s Support for the Countywide Proposition No. 1, Radio Tax.
Made By: Ross
Seconded By: Christoffersen
Action: PASSED unanimously

MFD Resolution 2018B-4 “A Resolution Stating Support for Countywide Proposition No. 1 Radio Tax”

Motion: To approve the Resolution Stating MFD’s Support for the Countywide Proposition No. 1, Radio Tax.
Made By: Christoffersen
Seconded By: Stevens
Action: PASSED unanimously

CALL ON BOARD MEMBERS

Ross – Congratulations to all of tonight’s award recipients. Thanked Chelsie and Joyce for the well prepared documentation for tonight’s meeting.

King – Attended the Sno Isle Commissioners Meeting on September 6th. Thanked everyone for their many years of service.

Stevens – Congratulated all the service award recipients and the staff for the hard work for tonight’s ceremony.

Toyer – Congratulated everyone on service awards.

Christoffersen – Thanked the staff for all the prepared reports and for the awards BBQ. Stated that guests Mr. & Mrs. Brewster were so thankful and amazing people.

McFalls – Asked District 12 Commissioners to schedule a special meeting to discuss the City of Marysville ILA. The Commissioners agreed to a District 12 Special Meeting on October 26, 2018, 2 pm at the Administration Office.

Cole – Nothing more to report.

McInnis – Nothing more to report.

Savage – Nothing more to report.

Maloney – Nothing more to report.

Neuhoff – Happy to be here!

Cook – Thanked administration staff for all they do. Congratulated all on another clean audit. Expressed his gratitude for Chelsie's hard work.

DeSanctis – Gave reminders of all upcoming meetings. RFA Meeting, Thursday, September 27, 2018, 5pm at City Hall followed by the first RFA Communications Public Forum. The 2019 Budget Workshop is Wednesday, October 3, 2018, 9 am at Station 66. The second Public Forum is scheduled for Wednesday, October 17, from 4-5:30 pm at Station 62 just before the Regular Meeting and the WFCFA annual conference in Yakima is October 25-27, 2018 with the Snure Seminar on Wednesday, October 24, 2018 at 6:30 pm.

ADJOURNMENT

With no further action required, the following motion was made to adjourn at 6:48 pm.

Motion: To adjourn the September 19, 2018 Regular Board Meeting.
Made By: Toyer
Seconded By: Christoffersen
Action: PASSED unanimously


Paula DeSanctis
Board Secretary

10-17-18
Date approved

Fire Prevention Report

September 19, 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 started our Fall CERT class and it has been going well. The class is full with 30 participants.
- We will be hosting a class sponsored by the International Fire Marshals Association on September 25 and 26 at Station 62.
- Electronic inspections are going well and we should be able to reach over 70% of the inspections. The duty-crews have been working hard to complete their inspections.
- We participated in Homegrown in August and Touch a Truck in early September, two very successful events that allowed us to interact with hundreds of local families.
- We officially re-launched our car seat inspection program. We have done four inspections already and will continue building our program. Families are able to sign up for the inspections via our website.
- Our Facebook audience increased 3 percent this month to 2,125 follows and 2,077 likes. Our Twitter audience is up to 1,314 followers.

Public Education

Number of Public Education Attendees

Program	Current Month	2018
Preschool Program	65	395
Elementary Age (K-5)	50	230
High School	0	80
Station Tours	0	94
Smoke Alarm Installations	5	15
Youth Fire-Setter Interventions	0	1
Helmet Fittings	6	20
Public Events	1600	2505
Car Seat Installs	3	4
Older Adult Fire/Fall Prevention	0	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	0	0	0	0	0	0	0	0	\$ -	\$ -	
September											
October											
November											
December											
Totals	14	10	2	2	10	0	2	2	\$ 1,874,646.00	\$ 421,165.00	

