

**MARYSVILLE FIRE DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
**December 19, 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
Rob Toyer	Tonya Christoffersen

**Staff Members:**

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Martin McFalls, Fire Chief  
Jeff Cole, Deputy Chief  
Darryl Neuhoff, Deputy Chief  
Chelsie McInnis, Finance Manager  
Paula DeSanctis, Board Secretary

**Guests:**

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Grant Weed, District Attorney

**AUDIENCE PARTICIPATION/PRESENTATIONS**

Chairperson Cook welcomed Councilmember Muller. Muller stated he is looking forward to coming on board in January.

**MFD CONSENT AGENDA**

- A. Approve minutes of the November 21, 2018, regular meeting
- B. Approval of December Claims and Payroll:
  - i. MFD Expense Fund \$ 164,323.92  
Vouchers Numbers 181202001 - thru -181202081
  - ii. MFD Payroll (excluding benefits) \$ 977,064.64
  - iii. MFD Apparatus Fund \$ 0.00  
Voucher Numbers

**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 28, 2018, special meeting – executive session
- B. Approval of December Claims:
  - i. SCFD #12 Expense Fund \$ 6,598.45  
Vouchers Numbers 181201001 - thru - 181201003

**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 account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
December	4,370.04	13,092.54	0.00	1,463.44

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

**Planning Committee:** Tabled.

**Personnel Committee:** Has not met.

**RFA Committee:** Chief McFalls shared that the RFA Committee approved the RFA Plan which will be forwarded to both parties' respected bodies.

**STAFF BUSINESS**

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

- We were down 106 calls from this month in 2017. We are continuing to research the reason for the drop in calls.
- Our recruits and Company Officer will graduate from the Snohomish County Fire Academy this Friday, December 21, 2018, Arlington High School auditorium at 5pm.
- We received three Lateral FF/PM applications.
- MSA Matsumura, Chief Cole, and Chief McFalls met with Dr. Brown, our Medical Program Director. Brown shared some recommendation regarding EMS management for 2019. Cole will inform the Board as more information is received.
- Cole stated there will be some policy changes, added training and additional protective equipment implemented soon as a result of a significant gunfire incident our crews responded to. Chief Cole met with MPD Chief Goldman and Commander Thomas who shared a lot of good information.

**Overtime Report:** Chief Cole shared that we had two out on intermittent FMLA, two out on full FMLA, two possible future FMLA, one off with an injury and we are down 11 part time employees. We have eight new part time recruits starting mid-January.

November 2018	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 66,404.88	1,562.25	1,066.25
Part time	\$ 22,558.46	172.75	
<b>Month Total</b>	<b>\$ 88,963.34</b>	<b>1,735.00</b>	<b>1,066.25</b>
YTD Totals	\$ 768,924.46	13,407.24	11,547.48

**For November, the F/T overtime was \$ 66,404.88 and the P/T overtime was \$ 22,558.46.**

Chief McFalls shared that human Resource Manager Joyce Savage has given her notice and will be retiring on January 31, 2019. A job offer has been extended to and accepted by Steve Edin to fill the Human Resource Manager position. Edin will start January 22, 2019, and work alongside Savage through the remainder of her time.

Chief McFalls stated the Board has budgeted for the 2019 hire of lateral firefighter paramedics, we are struggling to find qualified applicants. McFalls asked that the Board approve that budgeted money be moved to hire lateral firefighters for a deeper pool of applicants. McFalls stated the Snohomish County Fire Academy has dropped our number of slots for sending recruits to three. Hiring lateral firefighters would eliminate the need for the academy, saving the District about 7,000 per recruit.

Commissioner Cook stated we need to adequately staff our stations. We should be at a minimum of 24 on duty daily, currently we are at 22. Cook asked the Board to approve the use of overtime to fully staff our stations at 24 members daily starting January 1, 2019.

An in depth discussion followed concerning the 2019 staffing. An MFD special meeting was scheduled for December 27, 2019, 4:30 pm at Station 62 to further discuss the 2019 staff plan. Staff will present prepared documentation.

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

**Local 3219 Union Report:** Vice President Matt Campbell shared that for the safety of our citizens and our crews we need a minimum of 24 crewmembers on duty daily by January 1, 2019.

## **OLD BUSINESS**

### **Agenda Bill: Sno-Isle Library ILA**

Finance Manager McInnis shared that District Attorney Grant Weed drafted an ILA for Protection and EMS Services between Marysville Fire District and Sno-Isle Libraries. McInnis outlined the annual payment terms as \$.50 cents per \$1,000 of assessed value of the Sno-Isle Administrative and Service Center Buildings. The terms renew annually and is assignable to the RFA in the event of voter approval.

**Motion:** To approve the Sno-Isle Library ILA for Protection and EMS Services.  
**Made By:** Christoffersen  
**Seconded By:** Stevens  
**Action:** PASSED unanimously

## **NEW BUSINESS**

**MFD Resolution 2018B-10** "A Resolution Establishing Regular Board Meetings Schedule and Venue"

**Motion:** To adopt Resolution 2018B-10 Establishing Regular Board Meetings Schedule and Venue.  
**Made By:** Christoffersen  
**Seconded By:** Stevens  
**Action:** PASSED unanimously

**FD12 Resolution 2018A-7 "A Resolution Establishing Regular Board Meetings Schedule and Venue"**

**Motion:** To adopt Resolution 2018A-7 Establishing Regular Board Meetings Schedule and Venue.  
**Made By:** Ross  
**Seconded By:** Cook  
**Action:** PASSED unanimously

**MFD Agenda Bill: Bid Award - Stryker Power Cots and Load System**

**Motion:** To approve Bid Award for Power Cots and Load System to Stryker Medical.  
**Made By:** Christoffersen  
**Seconded By:** Stevens  
**Action:** PASSED unanimously

**MFD Agenda Bill: Bid Award - Ultrasonic Parts Washer**

**Motion:** To approve Bid Award for Ultrasonic Parts Washer to Omegasonics.  
**Made By:** Christoffersen  
**Seconded By:** King  
**Action:** PASSED unanimously

**Facility Landscape Maintenance ILA**

Chief McFalls explained that the City will be taking over the landscaping maintenance for Stations 62, 66 and the Fire Admin Building. An ILA has been drafted. Chief asked for the Board authorization to sign to ILA on behalf of the Marysville Board of Directors.

**Motion:** To authorize Chief McFalls to sign the Facility Landscape Maintenance ILA.  
**Made By:** Christoffersen  
**Seconded By:** Toyer  
**Action:** PASSED unanimously

**Extend BC Promotion List**

Chief Cole asked for a one year extension of the current BC promotion list.

**Motion:** To authorize the extension of the current BC promotion list for one year.  
**Made By:** Ross  
**Seconded By:** Christoffersen  
**Action:** PASSED unanimously

**2019 Board Appointments**

Chief McFalls asked for nominations for the 2019 Board appointments.

**Motion:** To appoint Rob Toyer as the 2019 MFD Board Chair.  
**Made By:** Christoffersen  
**Seconded By:** Cook  
**Action:** PASSED unanimously

**Motion:** To appoint Rick Ross as the MFD Board Vice Chair.  
**Made By:** Stevens  
**Seconded By:** Christoffersen  
**Action:** PASSED unanimously

**Motion:** To appoint Tonya Christoffersen as the FD12 Board Chair.  
**Made By:** Cook  
**Seconded By:** Ross  
**Action:** PASSED unanimously

**Motion:** To appoint Pat Cook as the FD12 Board Vice Chair.  
**Made By:** Ross  
**Seconded By:** Christoffersen  
**Action:** PASSED unanimously

All were in agreement to keep the same positions on the EMS and Personnel Committees. Rick Ross and Michael Stevens will stay on the Planning Committee leaving the third position on the Committee open for an additional Councilmember.

**MFD Chair:** Rob Toyer  
**MFD Vice Chair:** Rick Ross

**Dist. 12 Chair:** Tonya Christoffersen  
**Dist. 12 Vice Chair:** Pat Cook

**EMS Committee**  
Rob Toyer, Tonya Christoffersen, Tom King

**Personnel Committee**  
Pat Cook, Michael Stevens, Tom King

**Planning Committee**  
Rick Ross, Michael Stevens, third position left open

## ***CALL ON BOARD MEMBERS***

**Ross** – Thanked Boardmember Stevens for the points made in the staffing conversation. Stated he appreciates being able to have a “family conversation”. Expressed his appreciation to everyone for all they do. Wished everyone a very Merry Christmas.

**Christoffersen** – Thanked everyone for the healthy dialog. Stated she appreciated the open and honest conversation.

**King** – Merry Christmas everyone. Excited about Steve Edin coming on as the new Human resource Manager.

**Stevens** – Asked for confirmation of the MFD Special Meeting. Wished everyone a Merry Christmas.

**Toyer** – Merry Christmas!

**Cook** – Thank you to staff and the Local for all their hard work. Merry Christmas!

**McFalls** – Merry Christmas. Shared that Dave Kraski was named Arlington's new Fire Chief.

**Cole** – Merry Christmas!

**McInnis** – Merry Christmas!

**Neuhoff** – Reported that after further inspection of the heating issues at Station 66, we will need to move forward and replace the full unit. Merry Christmas!

**Weed** – Apologized for being late to tonight's meeting due to emergency detours. Stated he has worked with Steve Edin in the past and is excited about being here. Stated with the important pending April election, Chief McFalls requested that we have Board training at the January 16, 2019 Regular meeting on election public disclosure and other elected official topics.

**Muller** – Glad to be here. Looking forward to working with everyone. Merry Christmas!

**DeSanctis** – Merry Christmas and Happy New Year!

## **ADJOURNMENT**

With no further action required, the following motion was made to adjourn at 7:20 pm.

  
\_\_\_\_\_  
Paula DeSanctis  
Board Secretary

1/14/19  
\_\_\_\_\_  
Date approved

# Fire Prevention Report

December 19, 2018

- The total fire loss for 2018:
  - There were 22 fire incidents investigated in 2018, with \$2.6 million in assessed value and \$796,530 in fire loss.
- The Fall CERT class was very successful with 22 students graduating the program.
- We have been working to educate the public on heat-related fire safety using social media and other resources after a recent wood stove fire in the Snug Harbor Mobile Home Park.
- We recently joined Marysville Police to participate in their Coffee with a Cop program. We will be joining police for more of these events in the future, which is a great opportunity to build the MPD and MFD relationship and gives us another chance to interact with our community.
- We are working fervently to plan our public education campaign if the RFA proposal does indeed move forward to the April ballot. Outreach will begin immediately after the council and commission vote in January, if both entities push the proposal to the ballot.
- We are once again pushing our Keep the Wreath Green campaign to prevent structure fires in our jurisdiction this holiday season. All fire stations have giant wreaths hung outside. The green bulbs change to red when there is a structure fire within MFD. The bulbs are changed to white when a U.S. firefighter dies in the line of duty. We currently have 2-Red and 2-White bulbs displaying.
- Our Facebook audience increased 2 percent this month to 2,257 follows and 2,188 likes. Our Twitter audience is up to 1,403 followers.
- I would like to wish everyone a Happy Season!

## Public Education

### Number of Public Education Attendees

Program	Current Month	2018
Preschool Program	40	629
Elementary Age (K-5)	0	422
High School	0	80
Station Tours	11	173
Smoke Alarm Installations	4	85?
Youth Fire-Setter Interventions	0	15
Helmet Fittings	0	20
Public Events	1000	4245
Car Seat Installs	2	9
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	0	0	0	0	0	0	0	0	\$ -	\$ -	
October	4	3	1	0	4	0	0	0	\$ 509,247.00	\$ 280,710.00	
November	1	1	0	0	0	0	0	0	\$ 10,000.00	\$ 10,000.00	
December	3	1	1	1	1		1	1	\$ 275,195.00	\$ 84,655.00	
<b>Totals</b>	<b>22</b>	<b>15</b>	<b>4</b>	<b>3</b>	<b>15</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>\$ 2,669,088.00</b>	<b>\$ 796,530.00</b>	

