

**MARYSVILLE FIRE DISTRICT**  
**JOINT MEETING OF MARYSVILLE FIRE DISTRICT BOARD OF DIRECTORS AND**  
**SNOHOMISH COUNTY FIRE PROTECTION DISTRICT No. 12**  
**May 15, 2019 – 6 pm – Marysville City Hall**

***CALL TO ORDER/FLAG SALUTE***

Chairperson Toyer called the meeting to order and led the flag salute at 6 pm.

**The following were in attendance:**

**Board of Directors:**

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

**Staff Members:**

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

**Guests:**

Grant Weed, District Attorney

***AUDIENCE PARTICIPATION/PRESENTATIONS***

**Lucas Device:** Chief McFalls introduced Warner Edmonds with Stryker Emergency Care to present and demonstrate the newly purchased Lucas Chest Compression Device.

**JATC Recognitions:** Chief McFalls presented Certificates to the following for their completion of the JATC program: Nicholas Meyer, Jacob McConkey (not present), Luis Cruz (not present), and Brenden Hancock (not present).

***MFD CONSENT AGENDA***

- A. Excuse Board Members Muller and Cook from the May 15, 2019 regular meeting
- B. Approve minutes of the April 17, 2019, regular meeting
- C. Approve April 2019 Financial Statements
- D. Approval of May Claims and Payroll:
  - i. MFD Expense Fund
    - Voucher Numbers 190501001- thru – 190501101    \$ 353,962.51
  - ii. MFD Payroll (excluding benefits)    \$ 1,006,249.02
  - iii. Capital/Reserve Fund
    - Voucher Numbers 190503001 – thru - 190503001    \$ 886,139.52
  - iv. MFD Apparatus Fund
    - Voucher Numbers 190402001- thru - 190402006    \$ 22,447.72

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

## SCFD # 12 Consent Agenda

- A. Approve April 2019 Financial Statements
- B. Approval of May Claims:
  - i. SCFD #12 Expense Fund
    - Vouchers Numbers 190504001 - thru - 190504002      \$ 62.99

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

## INFORMATION ITEMS

**Communications:** Chief McFalls reported on the following:

- We have submitted a letter to Quil Ceda Village providing evidence of impact by the Class III gaming operation. We are requesting help with purchasing ballistic protection for our firefighters.
- We received a grant of just over \$9,000 from the Rotary's Community Service Committee which will go towards purchasing a second set of new air bags for Engines 61 and 63.

## COMMITTEE REPORTS

EMS Committee: Approval of May EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
May	1,771.03	23,083.30	0.00	1,465.75

**Motion:** To approve the May ambulance account recommendations.  
**Made By:** Christoffersen  
**Seconded By:** Stevens  
**Action:** PASSED unanimously

**Planning Committee:** Chief McFalls shared that the Planning Committee that had been tabled pending the RFA outcome, will begin meeting again. Boardmembers Muller, Stevens, Ross and Chief McFalls will discuss monthly meeting dates and times while in Chelan at the WFCM Seminar.

**Personnel Committee:** Has not met. Chief McFalls reported that we have recently hired one new firefighter off our existing entry level list and is currently in the background process. Of the ten new hires budgeted for 2019, five have been hired and are on board. The other five are in the hiring process. We are on track to have our full ten by June 1, 2019. We will commit to 24 on duty starting June 1, 2019.

## STAFF BUSINESS

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

- We had 1,064 calls for the month, down about 65 from 2018.



- The incident report was included in your packets with two new type codes, Fire Residential Confirmed and Fire Commercial Confirmed.
- Recruits at the Snohomish County Fire Academy are doing exceptionally well. They will graduate May 31, 2019, 1800 hours at Glacier Peak Performing Arts Center and all are welcome to attend.
- We are starting several testing processes, Battalion Chief List, Entry Level List, and additional Rescue Swimmers.

**Overtime Report:** We had three employees off or on light duty with injuries last month.

<b>April 2018</b>	<b>Dollars</b>	<b>Total Hours</b>	<b>Sick Leave Used</b>
Full-time	\$ 52,389.78	815.75	1,110.76
Part time	\$ -	0.00	
<b>Month Total</b>	<b>\$ 52,389.78</b>	<b>815.75</b>	<b>1,110.76</b>
YTD Totals	\$ 224,168.10	3,641.17	5,431.01

**For April, the F/T overtime was \$ 52,389.78 and the P/T overtime was \$ 0.00.**

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

**Finance Report:** Finance Director Chelsie McInnis reported on the following:

- Accounting Tech Kelsey Fox is now on maternity leave. Payroll Clerk Sandra Elvrom and Administrative Assistant Paula DeSanctis are taking on the majority of her duties. They are both doing a phenomenal job.
- The invoices for the RFA election cost estimate motioned by the Board to be paid for by the Marysville Fire District expense fund are expected to be received around the end of June. The invoices will be about \$114,000, much less than originally estimated.
- The County has approved for us to perform our daily deposits directly into their Bank of America Account, therefore we will no longer need to utilize the Deposit-in-Transit account at Union Bank. We have requested to keep the account open in case it is needed in the future; Union Bank has placed the account on hold and waived the monthly service fees.
- The first half of the FD12 property tax deposits have come in. We collected about 28 percent of the annual tax levy in the month of April.
- New legislation will be affecting how we can assign accounts to our debt collection agency for ambulance transports. Systems Design is looking at what our current systems are and will provide feedback as to what we may need to change. The changes revolve around the type of disclosure we have to provide the patients on their medical debt collections and the amount of time before we can assign an account.

**Local 3219 Union Report:** Local 3219 President Cody Brooke thanked the Board for over three years of hard work and the thousands of hours to form the RFA. We have learned from the close vote that we have more work to do. We will continue to be out in the community strengthening our public relations. Brooke stated he is excited to move forward with Chief McFalls and the staff and provide the best service possible.

## **OLD BUSINESS**

### **A. 2018 MFD Annual Report Approval**

**Motion:** To approve the 2018 MFD Annual Report  
**Made By:** Ross  
**Seconded By:** Christoffersen  
**Action:** PASSED unanimously

### **B. 2018 Annual SAO Financial Report Approval**

Finance Director McInnis shared that the 2018 Annual SAO report was submitted last month for review and approval. The only addition was a subsequent event disclosure for the recent passage of the RFA. You will see an additional paragraph in the Notes section explaining the simple majority vote approval, the disposition of assets, and the MFD ILA termination. That same note was added to the Schedule 22. All other schedules and statements have remained as submitted in the previous month.

**Motion:** To approve the 2018 Annual SAO Financial Report  
**Made By:** King  
**Seconded By:** Christoffersen  
**Action:** PASSED unanimously

## **NEW BUSINESS**

### **A. MFD Resolution 2019B-5: 2019 MFD Capital/Reserve Fund Budget Amendment**

Finance Director McInnis reported that this is an administrative housekeeping item for the Capital/Reserve Fund budget for the Marysville Fire District. The original budget was adopted with an estimated GEMT Intergovernmental transfer (IGT) of \$726,000; the actual IGT is approximately \$887,000. A budget amendment is necessary to increase the total fund appropriation level. This will bring the current Capital/Reserve fund budget from \$1,908,800 to \$2,070,800. The total IGT payment will be returned to the district. Washington State Healthcare Authority is estimating that within 60 days we should receive the \$887,000 plus an additional \$2.33 million in federal funds. This will satisfy the 2017 GEMT retroactive settlement amounts.

**Motion:** To approve MFD Resolution 2019B-5 "A Resolution Amending the 2019 Operating Budget"  
**Made By:** Christoffersen  
**Seconded By:** King  
**Action:** PASSED unanimously

### **B. Ambulance Transport Rates:**

Finance Director McInnis reported the last time we increased our ambulance transport rates was June 1, 2017. Since this time, our rates have fallen below average when compared to our neighboring Snohomish County agencies. It is recommended that the EMS Committee review a comprehensive analysis of the ambulance rates at their next regularly scheduled meeting and make a recommendation to the Board in June.



## **CALL ON BOARD MEMBERS**

**King** – Attended the Sno-Isle Commissioners Meeting. The guest speaker was the head Engineer for Snohomish County Public Works who gave an update on County projects that could affect Fire Districts. Shared he was impressed with the Lucas CPR device.

**Toyer** – Nice to be in the position of the RFA passing. It has been a long time coming, here we are closing one chapter and moving on to the next. Thanks to the entire department and staff for a job well done.

**Ross** – Thank you to Local 3219, you did an awesome job! The community presence was huge, we had comments on the signage and the open houses at the stations. Thanked Cody for his leadership. Congratulations Nick on his JATC completion! Thanks to Chelsie and Paula for operating as a family, pulling up the slack while others are out.

**Christoffersen** – Thank you for boots on the ground. I am proud of to be a part of this organization and when we work together success happens. Also excited for the Lucas device this shows an investment in our community and our crews.

**Neuhoff** – Happy Memorial Day!

**Stevens** – Thanks to everyone for their presence on the street and in the community throughout the RFA campaign and for the cleaning up of the signs afterwards. Looking forward to moving forward.

**McInnis** – Nothing more to report.

**McFalls** – Congratulations on the RFA victory. Thank you to the Board of Directors, the RFA Committee, District 12 Commissioners, The City Council, Local 3219, all members of the department. We will continue to look for opportunities to do more outreach and public relations.

**Cole** – Station 62 brought the new aid car for everyone to view.

**Weed** – Shared a list of steps required to start the RFA October 1, 2019 that he, Chief McFalls, Chief Neuhoff, Finance Director McInnis, and HR Manager Edin discussed in a meeting earlier this week. All future progress will be reported to the Board at the monthly meetings.


**DeSanctis** – Nothing more to report

## **ADJOURNMENT**

With no further action required, the meeting adjourned at 7:55 pm.

  
Paula DeSanctis  
Board Secretary

6/19/19  
Date approved



## Fire Prevention Report

Prepared by: Thomas Maloney, Deputy Chief/Fire Marshal  
May 15, 2019

- The total fire loss for 2019:
  - There were 3 fire incidents investigated in April 2019. There have been a total of 8 fires investigated in 2019, with \$12.7 million in assessed value and over \$213,000 in fire loss.
- We concluded the last RFA conference call on May 8 and a closeout report is being developed.
- We had a special request from Layla to bring a friend to school and she invited FF Scott Cloudy.
- We also participated in YMCA Healthy Kids Day on April 27 we got see a lot of people and the crews were able to play dodge ball with the as well.
- On April 27, we partnered with the Red Cross and the City to install smoke alarms at our mobile home parks. We installed over 40 alarms and Chief McFalls lead the charge!
- Our Facebook audience increased 0.5% percent this month to 2,777 follows and 2,680 likes. Our Twitter audience is also up 18 to 1,565 followers.

### Public Education

Number of Public Education Attendees

Program	Current Month	2019
Preschool Program	2	266
Elementary Age (K-5)	0	95
High School	0	0
Station Tours	1	128
Smoke Alarm Installations	1	46
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	0
Public Events	1	200
Car Seat Installs	0	2
Older Adult Fire/Fall Prevention	0	0
Parent Education	0	30

Marysville Fire District 2019 Fire Incident Totals										
Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	0	0	0	0	0	0	0	0	\$ 0	\$ 0
February	3	2	0	1	1	0	0	2	\$ 258,000.00	\$ 62,500.00
March	2	1	0	1	1	1	0	0	\$ 1,343,000.00	\$ 105,000.00
April	3	2	0	1	0	1	0	1	\$ 11,136,942.00	\$ 46,454.00
May										
June										
July										
August										
September										
October										
November										
December										
<b>Totals</b>	<b>8</b>	<b>5</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>\$ 12,737,942.00</b>	<b>\$ 213,954.00</b>

