

**MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
August 19, 2020 – 7 pm – Virtual Via Zoom**

CALL TO ORDER/FLAG SALUTE

Chairperson Stevens called the meeting to order at 7: 02 pm.

OPENING STATEMENT

As indicated in the public notice, the public has been invited to join via Zoom. The public comment section of our agenda has been suspended until further notice. However any member of the public may submit comment via email, mail, or phone. Comments received will be read into the record at the following meeting.

No public comments have been received.

The following were in attendance:

Board of Directors:

Rick Ross	Participant ID Not Provided
Steve Muller	Participant ID 456527
Tom King	Participant ID Phone
Kamille Norton	Participant ID 465279
Michael Stevens	Participant ID 462047

Staff Members:

Martin McFalls, Fire Chief
Jeff Cole, Deputy Chief
Tom Maloney, Deputy Chief
Darryl Neuhoff, Deputy Chief
Chelsie McInnis, Finance Director
Steve Edin, Human Resource Manager
Dean Shelton, Local 3219 President
Paula DeSanctis, Admin Assist

Guests:

Brett Vinson, District Attorney

MFD CONSENT AGENDA

- A. Excuse Commissioner Christoffersen from the August 19, 2020, regular meeting
- B. Approve minutes of the July 15, 2020, regular meeting
- C. Approve July 2020 Financial Statements
- D. Approval of August Claims and Payroll:
 - i. MFD RFA Expense Fund 778-70
Voucher Numbers 200801001 -thru- 200801096 \$ 328,296.82
 - ii. MFD Payroll (excluding benefits) \$ 1,127,280.88

Motion: To approve the MFD Consent Agenda
Made By: Muller
Seconded By: Norton
Action: PASSED unanimously



INFORMATION ITEMS

Communications: Nothing to report.

COMMITTEE REPORTS

EMS Committee: Approval of August EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
August	2,976.78	47,879.60	0.00	948.80

Motion: To approve the August ambulance account recommendations.
Made By: King
Seconded By: Muller
Action: PASSED unanimously

Planning Committee: Chief McFalls shared that Boardmember Norton toured Station 65 with Chief Neuhoff and stated that is open to all Boardmembers wanting to walk through the Station.

Personnel Committee: Chief McFalls reported that the Personnel Committee met on July 24, 2020 to interview three for a replacement of full time entry level position. Keenan O'Brien was moved forward in the hiring process.

STAFF BUSINESS

Fire Chief Report: Chief McFalls reported on the following:

- The Snohomish County Training Consortium will look a little different when it starts up this fall. The 53 recruits will be separated into three classes at different site locations. There will be 32 at South County headquarters, 15 from Everett and 16 from a combined group of Marysville, Arlington, North County and District 7 recruits will split time at a site in South Everett.
- Chief will be sending out invites to our external customers (citizens) to attend the virtual Center for Public Excellence meeting next month to talk about the priority and expectations of the Fire Department. Next we will move to our internal customers. At the end of the conference, we will have a three to five year community driven strategic plan. Chief invited the Board members to participate or observe any of those formats.
- Chief shared photos of an opportunity we had to rescue a German Shepard from a rooftop. Thanked BC Soper, Captains Campbell and Bailey, Firefighters Hancock, Goarck and Zweekhorst.

Operations Report: Chief Cole reported the following:

- We have seen a slight increase in calls but still running behind 2019.
- We sent units to the massive 4 alarm fire in Everett. Thanked all on duty staff and off duty members who came in to staff units and stations.
- Our Peer Support Team remains active. We were called out to lead a critical stress debriefing for about 20 responders from Marysville, Tulalip Fire and Tulalip PD after an infant CPR call.
- Our crews responded to an adult family care home where they transported a COVID positive patient. It was reported that none of the caregivers or other residents wore protective clothing. Department of Health was contacted and were able to visit the site to supply them with PPE

and PPE training. There have been eight positive patients from that facility between caregivers and residents.

- The Force Protection Committee continues to meet weekly and look at our PPE levels to ensure we are using best practices. We are still in level three for all calls.
- Our part-time recruit academy just ended with nine graduating and now operational. Part-time FF Blake Hathaway was hired full-time with Everett.

Overtime Report:

July 2020	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 42,184.57	640.33	1,018.00
Part time			
Month Total	\$ 42,184.57	640.33	1,018.00
YTD Totals	\$ 344,313.63	5,827.45	7,474.07

Human Resources/Personnel Report: HR Manager Steve Edin reported the following:

- We have four employees off on intermittent FMLA for various family issues.
- We have three of on FMLA for births.
- We have one off on sick leave for a birth.
- We have one off in COVID quarantine.
- Staff and Legal have been working on personnel updates. The Union is now reviewing it before it is brought for Board approval.
- We have been updating job descriptions that break out the physical abilities portion on a separate document. Department heads are currently reviewing them, then all relevant documents will be sent to the Union for review before being brought to the Board for approval.
- We have completed one new Captain Orientation with Chad Crandall with a second Captain orientation tomorrow with Dave Burlingame.
- We have one entry level employee currently in the background process.
- Chief Cole and HR Manager Edin met with ErgoMetrics National Testing in regards to our Assessment center plan for the next year to include Captain Assessment, Battalion Chief, Assessment and another round of entry level testing.
- Requested the Boards approval for an extension of the Battalion Chief List for up to one year.

Motion: To authorize the extension of the current established Battalion Chief list for up to one year.

Made By: Muller

Seconded By: Norton

Action: PASSED unanimously

Fire Prevention Report: Deputy Chief Maloney reported the following:

We received notification that we were awarded a regional FEMA AFG Grant for new SCBA's. The total Federal award is \$600k. Our regional partner is Granite Falls Fire.

Finance Report: Finance Director Chelsie McInnis reported the following:

- We were contacted this week by the State Auditor's Office to set up our 2019 audit. They will begin the remote audit on September 28, 2020 with a pre audit meeting set for September 1, 2020. We will provide entrance audit dates if there is interest to attend.

- Continuing to work on COVID Grant submittals. We received our first FEMA Disaster reimbursement check in the amount of \$57k. We will be submitting for June, July and August damages in a few weeks.
- Preparation for the 2021 Budget Workshop is going well.
- Transports continue to be down. Overall we have had 600 billable transports less than 2019. We are currently under budget for 2020 expenses, which is offsetting the reduction in transport revenues.
- The Snohomish County Assessor issued updated property values for 2021, these do not include new construction values. Currently the RFA assessed value is estimated to increase 7.22%, which will produce a 2021 regular levy rate of approximately \$1.39 per thousand of assessed value.

Legal Counsel Report: District Attorney Brett Vinson stated the legal team has nothing to report at this time.

Local 3219 Union Report: The Protection Force Committee has been busy navigating through potential changes in our COVID responses and PPE as we move forward. With our call volume increasing so is the severity of our calls. Along with COVID we are seeing traumas and cardiac arrests. Operation Warm will be joining PIO Christie Veley's back to school drive. This will be a drive through distribution of school supplies and coats for those kids in need.

OLD BUSINESS

None

NEW BUSINESS

Agenda Bill – Surplus Declaration SCBA Compressor and Fill Station

Chief Neuhoff asked for Board approval to surplus an old SCBA compressor and Fill Station located at Station 65.

Motion: To Declaration Surplus one SCBA Compressor and one Fill Station.
Made By: Muller
Seconded By: Norton
Action: PASSED unanimously

Agenda Bill – Bid Award Landscape Services Contract

We are in need of landscape services at the Administration Office, Station 62 and Station 66. We received three proposals. Two were incomplete, deeming them unresponsive leaving us with one responsive bidder, RSO Enterprises.

Motion: To award a contract to RSO Enterprises for Landscape Services for the Administration Building, Station 62, and Station 66
Made By: Muller
Seconded By: Norton
Action: PASSED unanimously

CALL ON BOARD

Ross – Nothing to report.

King – Attended the Sno Isle Commissioner meeting via Zoom along with Chief McFalls and Board member Stevens. Stated Chief McFalls gave a great update. Board member Stevens shared that next month's speaker is from the Snohomish County Health District to address COVID 19.

Muller – Asked about the questions being posed to the public at the upcoming Center for Public Excellence Meeting specifically from the District 12 area wanting their perception and expectation of our District. Chief shared the five basic questions provided that would cover all areas and let the public drive the conversation. Norton asked how we are planning to identify which external steak holders will participate. Chief McFalls stated he will be reaching out to local business owners and service organizations.

Norton- Nothing more to report.

Stevens – Nothing more to report.

Vinson – Nothing to add.

McFalls – The 911 ceremony will be broadcast over Facebook Live this year encouraging safe distancing.

Cole – Nothing more to report.

Neuhoff – Shared that anyone wanting to tour Station 65 can contact him directly.

Maloney – Nothing more to report.

McInnis – Nothing more to report.

Edin – Nothing more to report.

Shelton – Nothing more to report.

DeSanctis – Reminded the Board of the 2021 Budget Workshop scheduled for September 29, 2020, 9 am via Zoom.

ADJOURNMENT

With no further action required, the 8-19-20 regular meeting adjourned at 8:50 pm.



Martin McFalls
District Secretary



Date approved





Fire Prevention Report

Prepared by: Thomas Maloney, Deputy Chief/Fire Marshal
August 19, 2020

- The total fire loss for 2020:
 - There was 23 fire incidents investigated in 2020. With over \$15 million in assessed value and over \$653,000 in fire loss.
- We were notified that we received the AFG Regional Grant for SCBA replacement with Granite Falls. The federal portion is \$602,000 with our combined portion of over \$60,000. We will provide a full budget narrative for the budget workshop.
- We are in the process of implementing the eKey system for all new lock boxes and we currently have four in the Smokey Point area.
- We are working with the Salvation Army, Marysville Public Schools and other organizations to make this year's School Supply Drive a success. New this year, we will provide fire safety materials (a coloring book or bag) to every students served by the drive. This will be a crucial opportunity because of our limited outreach during the pandemic.
- Over the past month, we've published social media videos on Rescue Swimmer Training, Live Fire Training w/New Recruits, How to Prevent Brush Fires, Marysville Fire Driver Training and a special birthday parade for a cancer survivor. Total combined views for those videos is currently at over 10,000.
- We worked with Battalion Chief Keith Taylor to record two performances for the Mariners: singing the national anthem and God Bless America. Both performances feature landmarks and/or apparatus representing the Marysville Fire District and City of Marysville.
- We are partnering with the City of Marysville to offer a virtual 9/11 ceremony this year. The goal is to stream the ceremony via Facebook and Youtube on 9/11.
- Our Facebook audience increased to 3,815 likes and 4,124 follows. Our Twitter audience is also up to 2,045 followers. We currently reach 14,084 households on Nextdoor.

Public Education – Chart was removed as we are not conducting in-person events at this time.

Marysville Fire District 2020 Fire Incident Totals

Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	3	2	0	1	1	0	1	1	\$ 196,600.00	\$ 196,600.00
February	1	1	0	0	0	0	1	0	\$ 11,000.00	\$ 11,000.00
March	7	4	1	2	2	2	1	1	\$ 2,357,500.00	\$ 55,500.00
April	1	1	0	0	1	0	0	0	\$ 259,000.00	\$ 10,000.00
May	5	2	2	1	3	0	0	1	\$ 783,467.00	\$ 209,979.00
June	3	2	1	0	1	2	0	0	\$ 10,765,273.00	\$ 17,479.00
July	3	3	0	0	1	0	0	3	\$ 652,450.00	\$ 152,950.00
August										
September										
October										
November										
December										
Totals	23	15	4	4	9	4	3	5	\$ 15,025,290.00	\$ 653,508.00

