

MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
February 17, 2021 – 7 pm – Virtual Via Zoom

CALL TO ORDER

Chairperson Stevens called the meeting to order at 7:01pm.

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:

Steve Muller	Participant ID 331994
Tom King	Participant ID 314647
Michael Stevens	Participant ID 343793
Kamille Norton	Participant ID 347739
Rick Ross	Participant ID 322692
Tonya Christoffersen	Participant ID 355898

Staff Members:

Martin McFalls, Fire Chief
Jeff Cole, Deputy Chief
Tom Maloney, Deputy Chief
Darryl Neuhoff, Deputy Chief
Chelsie McInnis, Finance Director
Dean Shelton, MSA, Local 3219 President
Steve Edin, Human Resources Manager
Paula DeSanctis, Board Secretary

Guests:

Grant Weed, District Attorney

MFD CONSENT AGENDA

- A. Approve minutes of the January 20, 2021, regular meeting
- B. Approve minutes of the February 3, 2021, special meeting, Planning Committee
- C. Approve January 2021 Financial Statements
- D. Approval of February Claims and Payroll:
 - i. MFD Expense Fund
Voucher Numbers 210202001 -thru- 210202070 \$ 223,211.38
 - ii. Capital Reserve Fund
Voucher Number 210201001-thru- 210201002 \$ 16,252.15
 - iii. MFD Payroll (excluding benefits) \$ 1,205,620.38



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

INFORMATION ITEMS

Communications: Provided in Board packets.

COMMITTEE REPORTS

EMS Committee: Approval of February EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
February	3,206.73	20,171.10	0.00	91.80

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

Planning Committee: The next Planning Committee Workshop is scheduled for Wednesday, March 3, 2021, 6 pm via zoom.

Personnel Committee: Has not met.

STAFF BUSINESS

Fire Chief Report: Chief McFalls reported on the following:

- Marysville Fire District Station 62 was the first of the Snohomish County vaccine pods, vaccinating just under 400 people; all were given the opportunity for their second dose.
- Participating in a Special Olympics polar plunge fund raiser with Marysville Police Chief Scairpon.
- Coffee with a Cop was very well attended including Boardmembers, the Mayor, Staff and citizens.
- Recognized the City of Marysville Street Crew for their outstanding job and support of the Marysville Fire District with the winter blast challenges over the weekend.
- Arlington Fire passed their RFA Ballot Measure to join North County Fire and Rescue.
- Reminded the Board of the upcoming February 26, 2021 Snure Seminar and the 2021 Center for Public Safety Excellence Conference on March 2, 3, 4, 2021.
- Thanked Deputy Chief Neuhoff for his work on securing new radios.

Commissioner Ross asked about our current service contract with Arlington Fire. Chief McFalls stated that county wide mutual aid will stay intact and the 18 month Battalion Chief contract will dissolve December 31, 2021. Chief Cermack of North County Fire and Rescue is applying for a SAFER grant to fill their own BC position. District Attorney Grant Weed stated all current agreements will be taken over by the new RFA configuration per their Plan Document.

Operations Report: Chief Cole reported on the following:

- We were up three calls over this month in 2020.



- 83 of our members have received their first COVID vaccination and at least 50 of those have received their second dose.
- We currently have two members in quarantine, one just returned from isolation and one still in isolation.
- The two vaccine pods in our County, one at the Arlington Airport and the second at the Monroe Fairgrounds are both doing very well. Chief Cole has been the site Manager at the Arlington pod for the last two weeks. They vaccinated over 1,700 people in an eight hour period.
- Training Captain Darren Green graduated ten of the twelve part-time recruits from the 2021-1 recruit academy. One was hired at another department and one has a medical injury. We have one additional currently going through background checks with another agency which will leave us down three part-time firefighters. We will start another part-time academy soon.
- Engine 61 was rear-ended on the freeway taking it out of service for an extended period and Aid 61 was in a minor accident with minimal damage.

Overtime Report:

January 2021	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 75,540.26	1,085.75	984.50
Part time			
Month Total	\$ 75,540.26	\$ 1,085.75	\$ 984.50
YTD Totals	\$ 75,540.26	\$ 1,085.75	\$ 984.50

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

- We have three members out on intermittent FMLA, one out on fulltime FMLA, two out on short term disability and two on light duty.
- We have eight candidates interested in Battalion Chief testing.
- Captain Jake Kuehn and Ryan Hopp have completed their Captain orientation.
- The 2021-1 Recruit Academy is complete. Our new part-time firefighters will start shifts soon.
- We will be creating a Training Officer list to attend the Snohomish County Fire Academy.

Fire Prevention Report: Deputy Chief Maloney was excused from tonight meeting. Chief McFalls reported the following:

- We will resume business inspections on March 1, 2021.
- With schools reopening we will be starting virtual lessons with student. We will again be joining the reading program with Liberty Elementary via Zoom.
- Our Facebook has grown to 4,633 followers and Twitter is now over 2,000 followers. We reach over 15,000 citizens on the Nextdoor platform.

Finance Report: Finance Director McInnis reported the following:

- **2020 Ambulance Transports Programs**
 - A. Transport revenues were down about 17% due to the reductions in transports attributed to the pandemic.
 - B. 2020 collection rates have remained steady and are considered to be within industry standards.
 - C. Our account write offs are up 20%, again attributed to the pandemic.
 - D. The payer mix percentages on patient accounts are as follows



- a. Medicare – 50%
 - b. Medicaid - 21%
 - c. Commercial – 19%
 - d. Self Pay – 6%
- E. Total Ground Emergency Medical Transportation (GEMT) Program collections as of 12/31/2020, which was applied retroactively to transports beginning 7/1/2016, are approximately \$10M or an average of \$2M per year.
- F. Reviewed a comparison chart from 2016 to 2020 of our three billable levels of service BLS, ALS and ALS2. Transports as a whole were down in 2020.
- G. During 2020, the average transport age was 59, with approximately 52% female and 48% male. Even with transports down, the distribution in age group volume did not change.
- **Budgetary Comparison Statement**
This report is primarily used in the preparation of the Annual Financial Report. McInnis reviewed the comparisons and ending balances within the Expense Fund, Apparatus Fund and Capital Fund.
 - **Financial Summary Update**
Page 21 of the Budget document has been updated to have an accurate beginning balance in the Capital fund. This does not change any of the substance or budgeted amounts in the fund.
 - **Ending Cash Balance Reporting**
The BARS manual has changed the way in which we report our ending fund balances. We now have an Assigned and an Unassigned fund balance. According to the new reporting standards, any money not within the Expense Fund is considered Assigned funds. Our Apparatus and Capital Funds are now reported under the assigned category. All funds in the Expense Funds not specifically assigned by direction of the Board or Resolution, lie within the unassigned capacity.

Chief McFalls asked when the Finance Committee will activate. Finance Director McInnis stated we will convene as needed for specific topics of district finance such as annual financial statement review and levy/debt management. A draft of the 2020 annual financial statements would be ready for committee review in April.

Boardmember Muller stated he would like to see the Finance Committee meet quarterly to review trends with additional meetings as needed; McInnis concurred.

Legal Counsel Report: District Attorney Grant Weed shared an update from the MRSC website stating that in person public meeting are now allowed, subject to having a mandatory remote component, compliance with capacity limitations and following the Miscellaneous Venues guidance as long as we stay in Phase two of the Governors reopening plan.

Local 3219 Union Report: Local President Dean Shelton reported the following:

- With our community going into Phase two of reopening, we are not taking it lightly, we are still protecting our members and pressing them to make good choices. The COVID-19 pandemic is probably the largest multi-casualty event we will ever be a part of.
- The Marysville Fire District has been at the forefront of vaccinating our county. The amount of work our Chiefs have put into the vaccination sites is appreciated by our member, organization and the community.
- Our Marysville firefighters continue to work hard out in our community. MSO Pester, while visiting the vaccination site, stopped to change a citizen's flat tire.



- The snowstorm over the weekend brought some dangerous challenges with two apparatus being involved in traffic accidents; no one was injured. The Marysville Fire District's only line of duty death was a traffic accident on the freeway in 1970.
- Our MSO's will begin training the Marysville Police Officers on administering NARCAN. It is encouraging to see our AED's going to the Police Officers as well.
- We will start utilizing a Snohomish County program called Pulse Point to help increase our possibility to have better patient outcomes. This is an app that will alert you of a cardiac arrest. We will keep you posted as we move forward with this program.
- We continue to monitor the virtual legislative sessions. There are bills progressing such as pension bills and those regarding collective bargaining.
- Recognized Training Captain Darren Green for his amazing work in his new role with the part-time recruit academy. Also, probationary firefighter Keenan O'Brien is doing outstanding work and progressing well.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Agenda Bill – MFD Policy 2245 Recognition for Meritorious Service

Human Resource Manager Steve Edin shared it was identified in our audit last fall that our Meritorious service policy was rather vague. Edin worked with Finance Director McInnis to rewrite the policy of our current practices to meet the auditor's requirements. The policy has also been vetted by the local.

Boardmember Norton asked how the thresholds for the various awards were determined. Edin stated they were based on past practices. Edin interviewed Chief McFalls and was supplied documentation from Finance Director McInnis on past costs.

Motion: To approve the amended MFD Policy 2245 Recognition for Meritorious Service.
Made By: Muller
Seconded By: Norton
Action: PASSED unanimously

Agenda Bill – To Declare Surplus and authorize the Transfer of nine Philips Heartstart AED's to the City of Marysville.

Deputy Chief Neuhoff shared that our new AED's are in service and is asking the Board to approve the surplus and transfer of nine of AED's to the City of Marysville to be used by Marysville Police officers.

Boardmember Muller asked if there was training involved with using the AED's and if there would be concern of risk management. Neuhoff stated that there will be a transfer agreement that releases MFD from all liability. District Attorney Grant Weed shared that with the transfer agreement and the laws in place to protect from liability there is little to no risk to the district.

Motion: To declare surplus and authorize the Transfer of nine Philips Heartstart AED's to the City of Marysville.

Made By: Ross
Seconded By: Muller
Action: PASSED unanimously

CALL ON BOARD

King – City Council met virtually with legislative representative lobbying for a Grove Street overpass and were met with great support. Attended the Coffee with a Cop event. It was good to see firefighters, Chief McFalls, police and the Mayor attending this great program.

Muller – Asked Chelsie to schedule a time to meet and discuss EMS industry concerns. Thanked Dean for his recognition of member's outstanding performances. Muller asked how the Board could show those same members their appreciation. Commissioner Ross suggested a certificate from the Board level showing that they are being appreciated.

Stevens – He and Commissioner Ross will be completing the Chief's evaluation tomorrow and will report back to the Board with any recommendations.

Norton – Feels the transfer of AED's to the Marysville Police officers is great. Due to neighboring districts in the news for fraudulent activity, Norton asked, as a public agency, what process and safeguards are in place to prevent this from happening here in our District. Chief McFalls assured that everything we do is very closely tracked. Our first line of defense is the outstanding work Chief Cole has done with our Crewsense scheduling system ensuring time tracking and accountability of all members. Chief Cole shared that in combination with Crewsense, there is always at least two people reviewing and signing timesheets ensuring accuracy. Human Resource Manager Edin stated reports are shared between divisions allowing for multiple set of eyes reviewing everything providing more than adequate safeguards. Finance Director McInnis shared that looking at financial functions in Government in general, one of the largest fundamental factors that SAO stresses is the separation of duties. Our internal controls are very robust leaving a low chance of error let alone fraud. SAO has recognized the Marysville Fire District with the Stewardship Award for accountability and ability to reconcile closely to the County.

Ross – Thanked everyone for the explanation on our internal audit controls. Thanked Dean for his presentation tonight. Thanked Chief and Staff for always going above and beyond the call of duty.

McFalls – The line of duty death that Dean mentioned happened back in 1970 where firefighter Rudy Wright was struck by a vehicle traveling the wrong way on the freeway while responding to an overturned tanker. Marysville Cedar Field was named after him as a memorial in 2013.

McInnis – Nothing more to report.

Shelton – Thank you for approving the transfer of the AED's. This will go a long way in helping saving lives.

Cole – Nothing more to report.

Neuhoff – The new radios have arrived, have been distributed and are in service.

Weed – Nothing more to report.

Edin – Nothing more to report.

DeSanctis – Nothing more to report.

EXECUTIVE SESSION

Chairperson Stevens called for a 20 minute executive session at 8:30 pm to discuss contract negotiations/evaluation pursuant RCW 42.30.130(4)(a) to return at 8:50 pm.



Chairperson Stevens called for a ten minute extension at 8:50 pm to return at 9 pm.
Chairperson Stevens called for a five minute extension at 9 pm to return at 9:05 pm.
Chairperson Stevens called for a five minute extension at 9:05 pm to return at 9:10 pm.
Chairperson Stevens called for a five minute extension at 9:10 pm to return at 9:15 pm.

RECONVENE

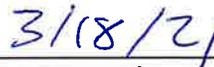
The open public meeting reconvened at 9:17 pm.

ADJOURNMENT

With no further action required, the February 17, 2021 regular meeting adjourned at 9:18 pm.



Martin McFalls
District Secretary



Date approved





Fire Prevention Report

Prepared by: Thomas Maloney, Deputy Chief/Fire Marshal
February 17, 2021

- The total fire loss for 2021:
 - We had 3 fire incidents investigated in 2021. With over \$1.5 million in assessed value and over \$710 million in fire loss.
- We are planning to begin inspections again March 1st.
- We continue to work with the building department to help our small businesses be successful during COVID through planning assistance.
- We continue to partner with other county fire agencies and the Emergency Coordination Center to coordinate COVID vaccine site messaging. Our goals are to share the great collaborative work that is happening among all 23 fire agencies and also inform and encourage our residents on getting vaccinated.
- Through a partnership with Safe Kids Snohomish County, we've been able to provide three free car seats to Marysville families in need.
- We continue to use social media messaging to educate residents on winter safety, with messaging on heating safety and preparing for wintry weather.
- We have been reaching out to schools in an effort to coordinate virtual fire education lessons for 2nd graders.
- Our Facebook audience increased to 4,218 likes and 4,633 follows. Our Twitter audience is also up to 2,222 followers. We currently reach 15,008 households on Nextdoor.

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

Marysville Fire District 2021 Fire Incident Totals										
Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	3	3	0	0	2	1	0	0	\$ 1,515,693.00	\$ 710,770.00
February										
March										
April										
May										
June										
July										
August										
September										
October										
November										
December										
Totals	3	3	0	0	0	0	0	0	\$ 1,515,693.00	\$ 710,770.00

