

MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
December 15, 2021 – 7 pm – Virtual Via Zoom

CALL TO ORDER

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

PUBLIC COMMENT

Chairperson Stevens stated that pursuant the Governors proclamation 20-28 the Marysville Fire District Board meetings and workshops will be held virtually via Zoom. All are welcome to join without providing public comment. Comments may be submitted to fire@marysvillewa.gov and will be distributed to the Board of Directors to be addressed at the next Regular Board meeting.
No comments provided.

The following were in attendance:

Board of Directors:

Steve Muller	Participant ID 485910
Tom King	Participant ID 474009
Michael Stevens	Participant ID 489537
Kamille Norton	Participant ID 472774
Rick Ross	Participant ID 506925
Tonya Christoffersen	Participant ID 511187

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, MSA, Local 3219 President
Paula DeSanctis, Board Secretary

Guests:

Grant Weed, District Attorney

Chairperson Stevens requested to amend tonight's agenda removing item I under new business, Committee Assignments, and adding it to the January 19, 2022 agenda.

Motion: To amend tonight's agenda removing Item I, Committee Assignments
Made By: King
Seconded By: Ross
Action: PASSED unanimously

MFD CONSENT AGENDA

- A. Approve minutes of the November 17, 2021, regular meeting
- B. Approve November 2021 Financial Statements
- C. Approval of December Claims and Payroll:



- i. MFD Expense Fund
Voucher Numbers 211203001 -thru-211203088 \$ 279,139.84
- ii. Capital Reserve Fund
Voucher Number 211202001 \$ 1,183,015.00
- iii. Apparatus Fund
Voucher Numbers 211201001 -thru-211201003 \$ 48,484.68
- iv. MFD Payroll (excluding benefits) \$ 1,243,680.24

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

INFORMATION ITEMS

Communications: CPSE Conference: Administrative Assistant Paula DeSanctis stated we need confirmation from all wanting to attend the CPSE Conference in March 2022 for registration. An email was sent to all Boardmembers with a link to the conference site as well as flight information. It was explained that those wishing to book their own flights may do so and they will be reimburse reimbursed by the District up to the dollar amount provided in the email.

Deputy Chief Maloney stated we will need confirmation by January 10, 2022 to get the early bird registration price. Maloney shared that rooms have been booked and will adjust the nights as needed when flights are booked.

COMMITTEE REPORTS

EMS Committee: Approval of December EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
December	4,563.30	25,632.47	0.00	0.00

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

Planning Committee: Chief McFalls called to cancel the January 5, 2022, Planning Committee Workshop, due to no business or updates. Chairperson Steven stated the January Planning Committee Workshop is cancelled unless we hear otherwise.

Personnel Committee: Has not met. Chief McFalls stated he anticipates that the Personnel Committee will need to meet sometime early 2022.

STAFF BUSINESS

Fire Chief Report: Chief McFalls reported on the following:

- The District kicked off the season participating in the Marysville Parade with our honor guard and Santa riding in the bucket of the ladder truck.
- MFD, MPD, Mayor Nehring along with several County Council members participated in the second annual Buddy Bowl at Marysville Getchell High School. The Buddy Bowl is a pee

wee football game organized by public speaker Preston Dwoskin to raise awareness about bullying.

- Attended the Historical Society Holiday meeting where President Morrie Sachsenmaier turned the reins over to Peter Condyles. A few others in attendance were Steve Muller, Tara Mizell, Steve Edin, and Tom King.
- The Marysville Toy Store opened at the Grove Church serving over 2,000 kids. Chief thanked PIO Christie Veley, Deputy Fire Marshal Don McGhee, and Assistant Fire Marshal David VanBeek for all their help in making this event happen.
- The Marysville firefighters did their annual food drive at Safeway raising a total of \$6,848.41 and collected 1,333 pounds of food for the Marysville Food Bank.
- Shared a letter from a resident thanking the Marysville Fire District employees who responded to her mom who suffered a stroke while caring for her 2 year old granddaughter. The crews took great care of her mom and went above and beyond taking care of her young daughter until she arrived.
- A resident sent a letter thanking the crews for taking the time out of their busy day to say hi to her daughter and giving her a fire helmet. Though she was a little reserved in front of them, she was on cloud nine and wore the helmet the rest of the day.
- Once again, we received a Christmas card from a former patient, Randy Hughes, and his family thanking the crews who saved his life back in 2016. Mr. Hughes calls Chief and stops by the station every year on the anniversary of his incident.

Operations Report: Chief Cole reported on the following:

- Our call volume continues to increase. We had 1,267 calls for service in November. We continue to see an increase in the amount of mutual aid given, we are up 21.7% in comparison to last year. We will monitor those number and take action if needed.
- Our response times have been level over the last several months with an average of 6 minutes and 16 seconds.
- The vacation and debit process has been completed. Thanked Reece Williams, Andrew VanderVeen and their crews for their help getting this project completed.
- We are down to 10 part-time firefighters which is short of the 20 we need. We will be holding another recruit class towards the end of January. Part-time interviews were held with nine moving on to the background and medical process.

Overtime Report:

November 2021	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 109,794.32	1,657.50	2,035.75
Part time			
Month Total	\$ 109,794.32	\$ 1,657.50	\$ 2,035.75
YTD Totals	\$ 1,323,514.75	\$ 20,780.14	\$ 23,026.60

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

- We have 7 employees off on intermittent FMLA, 2 on long term disability, 1 on light duty, and 3 on short term disability.
- We have 9 part-time firefighters going through background checks who should be ready to start in January. We also have 2 full-time entry level firefighters and 1 lateral firefighter/paramedic in back ground checks.
- Our recruitment strategy has been laid out for next year which includes testing for Medical Services Officers, Captains, entry level firefighters, and driver operators.

Fire Prevention Report: Deputy Chief Maloney reported the following:

- Thanked everyone who participated in this year’s Toy Store; Christy Veley, Don McGhee, David VanBeek, and Brian Merkley.

Finance Report: Finance Director McInnis reported the following:

- The 2020 RFA audit is wrapping up. It has been a clean audit with no recommendations. The exit conference is scheduled to take place at the January 19, 2022 regular board meeting.
- Snohomish Health District has approved our grant reimbursement request for the vaccination pod costs of just over \$118k which should arrive by December 30, 2021.
- FEMA has extended their 100% cost share under the Public Assistance Program through April 1, 2022.
- Our office team is working to close the 2021 books. We had another successful budget year with no budget amendments needed. Thank you to all individual responsible for purchasing and being mindful of their budgets.

Legal Counsel Report: District Attorney Grant Weed stated it has been a busy time as noted in the New Business portion of tonight’s agenda as well as items reserved for executive session.

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

- The organization as a whole really came together over the last thirty days to give back to our community. Ben Williams took the lead on the food drive as well as organizing the Christmas lights for the Hancock family, the office staff adopted two family for Christmas, Tim Dalton took the lead on the station crew family adoptions, the local donate coats to both the Toy Store, Liberty Elementary, and Whatcom County amongst the devastating flooding in their County. KISW continues to raise money for our coat drive. As of the morning, we have raised just over \$77K to go towards purchasing coats for kids.
- Local 3219 is gearing up for the Legislative session which will include bills that will be impactful for firefighters as well as public safety.
- In regards to the part-time program, it is important that we start to look at alternatives in how we staff. It is well past time for us to move forward and become an all career department.
- In 2022, we will be working with the US Fire Administrator, Dr. Laurie Moore. She is a retired firefighter/paramedic who is an expert in the field of staffing. We will collaborate with this organization and bring that information back to our department.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Agenda Bill: MFD Resolution 2021-010 “Laptop Computer Surplus”

Deputy Chief Neuhoff stated our old tough books are ready to be retired. We will put them out for surplus or recycled.

Motion: To approve MFD Resolution 2021-010 declaring laptop computers surplus to the District’s needs.

Made By: Muller

Seconded By: Ross

Action: PASSED unanimously

Agenda Bill: Policy #2245 Recognition of Meritorious Service Amendment

Finance Director Chelsie McInnis shared that this is an administrative update to MFD Policy #2245 to make the policy compliant with IRS regulations.

Motion: To approve amended Marysville Fire District Policy #2245 Recognition of Meritorious Service as presented.
Made By: Muller
Seconded By: King
Action: PASSED unanimously

Agenda Bill: 2022 Quil Ceda Village Fire/EMS Service ILA

Chief McFalls stated the negotiated 2022 Quil Ceda Village agreement is a one year contract with a 4% increase and no change to the service boundaries. Chief thanked District Attorney Grant Weed for all his work not only on this agreement everything we have kept him busy working on.

Boardmember Muller asked if our service level has been consistent overall with Quil Ceda Village. Chief Cole confirmed our service level has been very consistent. Boardmember Norton asked what percentage of our calls are to Quil Ceda Village. Chief Cole stated look into that percentage and let her know.

Motion: To approve the 2022 Quil Ceda Village Fire/EMS Service Contract and authorization for the Fire Chief to execute such agreement.
Made By: Ross
Seconded By: Muller
Action: PASSED unanimously

Agenda Bill: Board Review of Appeal – Fleet and Facilities Lead

Human Resource Manager Steve Edin stated in response to the Fire Boards decision to not approve the \$250 vaccination incentive for non-represented employees, a formal complaint was filed with HR by Fleet and Facilities Lead, Josh Farnes. After meeting with Chief McFalls and HRM Edin, per MFD policy #2515, Josh Farnes has the right to appeal the decision of the Fire Chief to the Board of Directors. We are asking the Board if they will hear the appeal tonight or set a later date and time. A decision must be made within fifteen days of hearing the complaint. After much discussion and direction from legal counsel, the Board was in agreement to hear Josh Farnes appeal tonight.

Motion: To hear the appeal presented by Josh Farnes this evening and to render a decision within the fifteen days as required under policy #2515.
Made By: Muller
Seconded By: Ross
Action: PASSED unanimously

Josh Farnes read a prepared letter to the Board outlining his appeal of the non-approval of the \$250 vaccination incentive for non-represented employees specifically the employees of the maintenance shop. Farnes shared a signed letter from Chief McFalls dated September 22, 2021 which states "The District will pay MFD shop personnel \$250 upon proof of vaccination." Against their better judgement and personal beliefs, the maintenance personnel received the vaccine fulfilling their portion of the agreement and submitted proof of vaccination. Farnes stated, regardless of the Boards ruling against paying non-represented employees the vaccination incentive, he feels this signed document is a binding agreement and expects the district to



satisfy their portion of the agreement and compensate the employees address in the letter with the \$250 stipend.

The Board members thanked Josh Farnes for bringing this forward and sharing his thoughts and concerns. Chairperson Stevens stated the Board will deliberate in executive session and follow the appeal process.

Deputy Chief Neuhoff spoke on behalf of the shop personnel. They are excellent employees who go above and beyond for the District. They are among the highest rated emergency technicians in the country. As far as the vaccination, Josh came to him on numerous occasions stating he is having a hard time coming to a decision. He believes Josh strictly got the vaccination under threat of termination.

Motion: Move to amend the agenda to add deliberation to executive session
Made By: Ross
Seconded By: Norton
Action: PASSED Unanimously

Agenda Bill: Aerial Ladder Truck Bid Award

Chief Neuhoff stated that we received one aerial ladder truck bid.

Lead mechanic Josh Farnes shared that in early 2020 a five person committee was formed to research and develop specifications for the purchase of a new ladder truck. A set of bid publications were published. We received one bid from Cascade Fire and Safety. A letter was included in the Board packets signed by all the committee members recommending that we move forward with the purchase of the new ladder truck from Cascade Fire. The purchase price before sales tax is \$1,488,982. Even with tax, we will come under the \$1,650,000 budgeted for this project. Delivery on this contract is 600 days from contract signing.

Chief Neuhoff shared there were several prepayment options provided.

Finance Director Chelsie McInnis shared that after reviewing the options, her recommendation based on the cost benefit analysis, is not to front any large amount of money at this time.

Chief Neuhoff stated it is the staff's recommendation is that we award the bid to Cascade Fire for the apparatus as bid without utilizing any prepayment option.

After much discussion, the Board was in agreement to award the bid to Cascade Fire and have Chief Neuhoff and District Attorney Grant Weed negotiate additional contract language with the vendor that would allow the District to cancel the contract within a certain date range in excess of anticipated delivery date.

Motion: To approve the Aerial Ladder Truck Bid Award to Cascade Fire and Safety for the proposed E-One 95" Rear mount Quint Platform.
Made By: Ross
Seconded By: Norton
Action: PASSED unanimously

Agenda Bill: Real Property Lease Back Agreements/Quit Claim Deeds

District Attorney Grant Weed shared that the voter approved RFA plan has a description of transfer of assets with the transfer of ownership of properties by December 31, 2021. With the new Civic Center not being complete in that time frame, a deed and leaseback agreement has been prepared to allow for rights, indemnity and insurance of both facility owners.

Motion: For the Marysville Fire District to accept the Deed for the Property at 1635 Grove Street and to direct the Fire Chief to take all actions necessary to facilitate conveyance of the property by December 31, 2021.
Made By: Norton



Seconded By: Muller
Action: PASSED unanimously

Motion: To authorize conveyance of the property located at 1094 Cedar Avenue and direct the Fire Chief to execute the Deed and to take all actions necessary to facilitate conveyance of the property by December 31, 2021.

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

Motion: To authorize the Fire Chief to execute the Leaseback Agreement with the City of Marysville for the Property located at 1094 Cedar Avenue.

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

Motion: To authorize the Fire Chief to execute the Leaseback Agreement with the City of Marysville for the Property located at 1635 Grove Street.

Made By: King
Seconded By: Norton
Action: PASSED unanimously

Agenda Bill: 2021 Capital Asset Inventory

The annual capital asset inventory of all items purchased over the amount of \$5k as well as small and attractive assets over \$500 that are easily converted to personal use has been completed. Throughout this process we have also been pulling items from inventory that no longer meet the capital asset threshold.

Motion: To approve the 2021 Capital Inventory Reconciliation Report.
Made By: Norton
Seconded By: Muller
Action: PASSED unanimously

Bid Update - Station 65 HVAC/Generator

Deputy Chief Neuhoff shared that we went to bid for the new HVAC/Generator installation at Station 65. With no bids received, we are now free to negotiate with contractors for that project. We will work with District Attorney Grant Weed before soliciting input from various contractors to see what they would charge as we negotiate a price for this project.

CALL ON BOARD

McFalls – Expressed his appreciation to Josh Farnes and thanked him for his testimony tonight. Also his sincere gratitude for our Board, our entire organization, and the community who supports the work that we do. Happy New Year to everyone.

Shelton – Asked that the Board please consider Josh Farnes appeal tonight. Delaying the ladder truck contract puts our community and employees at risk. We need to stop kicking the can down the road on our apparatus, our Stations, and our staffing. Please think about the safety of our employees and the citizens that you are elected to serve. Wished everyone a Merry Christmas and Happy New Year. Stated he is always available if anyone would like to discuss any items.

McInnis – Merry Christmas and Happy New Year to everyone.



Cole – A follow up on Boardmember Norton’s question regarding what percentage of our calls are to Quil Ceda Village. Of our 13,005 so far this year 368 of them have been to Quil Ceda Village, about 2.82%, with 133 of those being transports. Merry Christmas to everybody.

Maloney – Wished everyone a Merry Christmas and Happy New Year.

Neuhoff – Shared that as he eventually will be stepping down, he has for the last two years, been mentoring Fleet and Facilities Lead Josh Farnes on contracting, bid processes, and public works projects to step into that portion of his role.

Edin – Nothing more to report.

Weed – Express how amazing it is to get to work with the staff at MFD and to serve the Board. Wished everyone a happy holiday season.

DeSanctis – Wished everyone a Merry Christmas and Happy New Year.

King – Thanked fire for their participation in the holiday parade, the toy drive and the food drive. Happy Holidays.

Muller – Wants to make it clear, it is never the Boards intent to delay projects. We are looking to incentive a prompt delivery of the ladder truck. Thanked everyone who went out and gave their time and wealth to help others. Hope everyone will take time to reflect on this last year and where we want to be in the coming year. Please spend time with family and friends and enjoy the holiday.

Norton – Expressed her gratitude to members of the fire district and the services you provide to our community. It has definitely been a challenging and complicated year. As a community we appreciate the professional service that you always provide. Merry Christmas and Happy New Year.

Ross – Thanked the staff all the work they do behind the scenes to make our meeting go smoothly. Appreciates Josh Farnes for joining us tonight. Appreciates Dean words and insight. States the Chiefs report tonight was heartwarming seeing all the efforts being made to help others. Hopes everyone finds peace this holiday season. Happy New Year.

Christoffersen – Thanked the staff for the work they do. There is a lot of work that goes into agendas. Appreciates all the information provided and how orderly it is. Merry Christmas and Happy New Year.

Stevens – Merry Christmas. I appreciate you all.

EXECUTIVE SESSION

Chairperson Stevens called for a 20 minute executive session at 9:10 pm to discuss the following:

- Pending Litigation Pursuant RCW 42.30.110(1)(i),
- Review the Performance of a Public Employees Pursuant RCW 42.30.110(1)(g),
- Collective Bargaining Agreements Pursuant RCW 42.30.140(4)9a)
- Discuss with Legal Counsel Pursuant RCW 42.30.110(1)(i)

We will return to open public meeting at 9:20 pm.

Chairperson Stevens called for a 20 minute extension at 9:30 pm to return at 9:50 pm.

Chairperson Stevens called for a 10 minute extension at 9:50 pm to return at 10 pm.

Chairperson Stevens called for a 10 minute extension at 10 pm to return at 10:10 pm.

Chairperson Stevens called for a 10 minute extension at 10:10 pm to return at 10:20 pm.

Chairperson Stevens called for a 10 minute extension at 10:20 pm to return at 10:30 pm.

Chairperson Stevens called for a 10 minute extension at 10:30 pm to return at 10:40 pm.



Chairperson Stevens called for a 10 minute extension at 10:40 pm to return at 10:50 pm.
Chairperson Stevens called for a 5 minute extension at 10:50 pm to return at 10:55 pm.

RECONVENE

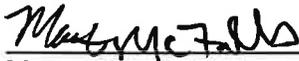
The open public meeting reconvened at 10:57 pm

Motion: To direct staff to draft a response to Josh Farnes as discussed in executive session within the fifteen day requirements.
Made By: Muller
Seconded By: Ross
Action: PASSED unanimously

Administrative Assistant Paula DeSanctis asked for all Boardmember to stop by the administration office Thursday or Friday to sign documents.

ADJOURNMENT

With no further action required, the December 15, 2021 regular meeting adjourned at 11:03 pm.


Martin McFalls
District Secretary

1/20/22
Date approved





Fire Prevention Report

Prepared by: Thomas Maloney, Deputy Chief/Fire Marshal
December 15, 2021

- The total fire loss for 2021:
 - We had 34 fire incidents investigated in 2021. With over \$45.2 million in assessed value and over \$3.3 million in fire loss.
- We met with the building department and discussed the updates to the building and fire codes. We are hoping to get this through legal review shortly so we can discuss the updates with you.
- We attended the annual Chamber of Commerce Banquet there was a very good attendance at this year's event.
- 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 still have an all green wreath.
- Our Fire Prevention team continues playing a large role in the Marysville Community Food Bank Toy Store. We are helping with barrel distribution/pickup, marketing and volunteer signups. The families helped by the Toy Store are among those at highest risk for fires and injuries. We believe this event keeps us connected to those families and the organizations who provide them with resources.
- PIO Veley presented a car seat/first aid class to a local MOPS (Moms of Preschoolers) group and conducted 1 car seat check. We also received 5 car seats and 2 booster seats from Safe Kids to provide to families without the means to purchase car seats.
- We continue our push of holiday fire safety messages, focusing on cooking safety and holiday decorating safety on our social media channels and newsletter.
- Our Facebook audience is at 5,203 followers. Our Twitter audience is also up to 2,528 followers. We have 400 followers on Instagram. We currently reach 17,086 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	2	2	0	0	2	0	0	0	\$ 581,362.00	\$ 305,000.00
March	2	1	0	1	2	0	0	0	\$ 707,312.00	\$ 183,711.00
April	2	2	0	0	1	0	0	1	\$ 75,000.00	\$ 10,000.00
May	6	6	0	0	3	1	0	2	\$ 10,607,434.00	\$ 218,252.00
June	8	5	0	3	8	0	0	0	\$ 2,660,434.00	\$ 414,773.00
July	6	3	1	2	5	0	0	1	\$ 1,483,679.00	\$ 589,235.00
August	1	1	0	0	1	0	0	0	\$539,800	\$15,000
September	1	1	0	0	0	0	0	1	\$ 60,000.00	\$ 25,000.00
October	3	3	0	0	2	1	0	0	\$ 26,210,000.00	\$589,000.00
November	0	0	0	0	0	0	0	0	\$0	\$0
December									\$	\$
Totals	34	27	1	6	27	3	0	4	\$ 45,213,847.00	\$ 3,350,572.00

