

**MARYSVILLE FIRE DISTRICT**  
**BOARD OF DIRECTORS SPECIAL MEETING**  
**September 21, 2022 – 6 pm**  
**Hybrid City Hall / Virtual Via Zoom**

***CALL TO ORDER***

Chairperson Stevens called the meeting to order and led the flag salute at 6:01 pm.

**The following were in attendance:**

**Board of Directors:**

Michael Stevens  
Steve Muller  
Rick Ross

**Staff Members:**

Darryl Neuhoff, Interim Chief  
Jeff Cole, Deputy Chief  
Tom Maloney, Deputy Chief  
Chelsie McInnis, Finance Director  
Steve Edin, Human Resource Manager  
Dean Shelton, MSA, Local President  
Paula DeSanctis, Board Secretary

**Guests:**

Noel Treat, District Attorney  
Courtney Amonsens, SAO  
Tiffani Anderson, SAO

***SAO ENTRANCE CONFERENCE***

State Auditors Courtney Amonsens and Tiffani Anderson reviewed the results of the 2021 Marysville Fire District financial and federal audit. It was reported that both the financial statement and federal grant audits were issued an unmodified clean opinion with no significant deficiencies in internal controls and no instances of noncompliance. It was noted that our next audit will be in the summer of 2023 covering accountability and financial statements. Both Courtney and Tiffani gave a special thank you to Finance Director Chelsie McInnis for her incredible work and her help throughout the audit process.

***SWEARING IN/BADGE PINNING CEREMONY***

Interim Chief Neuhoff swore in the following lateral firefighter paramedics and career firefighters; Matt Wienker, Harrison McCabe, Holly Wienker, Travis Butler, Brandon Davidson, Kyle Finelburg, Hunter Rowland, Erik Dvorak, Garrett stich, Hayley Peterson. Each had a family member come forward to pin their badges.

***PUBLIC COMMENT***

Chairperson Stevens asked for public comment with none given.

***MFD CONSENT AGENDA***

- A. Excuse Boardmember Norton from tonight's meeting
- B. Excuse Boardmember King from tonight's meeting
- C. Excuse Boardmember Christoffersen from tonight's meeting



- D. Approve minutes of the August 17, 2022, Regular Meeting
- E. Approve minutes of the August 25, 2022, Special Meeting
- F. Approve minutes of the September 7, 2022, Planning Workshop
- G. Approve July 2022 Financial Statements
- H. Approval of September Claims and Payroll:
  - i. MFD Expense Fund
    - Voucher Numbers 220902001-thru-220902139 \$ 277,651.72
  - ii. Apparatus Fund
    - Voucher Numbers 220901001-thru-220901002 \$ 1,476.97
  - iii. MFD Payroll (excluding benefits) \$ 1,336,203.68

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

**INFORMATION ITEMS**

**Communications:** Nothing to report.

**COMMITTEE REPORTS**

**EMS Committee:** Approval of September EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
September	1,294.97	26,805.21	0.00	3,224.46

**Motion:** To approve the September ambulance account recommendations  
**Made By:** Ross  
**Seconded By:** Muller  
**Action:** PASSED unanimously

**Planning Committee:** nothing to report.

**Personnel Committee:** Boardmember Steven stated that the committee met and promoted Captain Chad Hale to Battalion Chief and Firefighter Chris Skagen to Captain.

**Finance Committee:** Finance Director Chelsie McInnis shared that the Finance Committee is scheduled to meet next Tuesday, September 27<sup>th</sup> at Station 66 to review the 2023 preliminary budget.

**STAFF BUSINESS**

**Fire Chief Report:** Interim Chief Neuhoff reported the following:

- We had a great turnout for the 9/11 memorial at the new civic center. Thanked the Honor Guard for their participation.
- Will be meeting with Quil Ceda Village to discuss the 2023 contract next week.
- We currently have two members at the Snohomish County Fire Academy.
- We conducted a walk through at the Public Safety Building with the architects. The architects will draft some options for the administration offices as well as relocating the current station dorm rooms to the bottom floor.

- The District along with the Local are in the process of planning an awards banquet. President Shelton shared that Joe Kendrick and Paula DeSanctis have been appointed to facilitate the planning of this event.
- Sno 911 will be adopting their 2023 budget tomorrow morning.
- Station 65 project is nearing completion. Fleet and Facilities Supervisor stated the generator portion of the project is 99% complete. A sixty day extension was granted on the HVAC portion due to a delay in receiving parts. We are anticipating the project to be complete mid-October.
- We are participating in a Battalion Chief ride along program with South County.
- Chief Maloney has been working with the City on the adoption of new fire and residential sprinkler codes.

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

- We continue to see significant increases in our call volume. We are up about 12% year over year.
- We had two large fire last Friday. Our crews did a great job containing and extinguishing them.
- We will be partnering with the Local and the Marysville School District for a community event called the Trade up Program.
- Working on shift assignments and vacation signups for 2023 to begin on October 1, 2022.
- Two of those sworn in tonight who have been part-timers with us were put straight to work to help reduce the mandatory overtime and two others were sent to the training academy and will return early December.
- We hired two lateral firefighter paramedics one who will go straight to work and one will need to complete the 240 ride hours and the Snohomish County protocol test.
- We currently have only four part-time employees, the program is quickly eroding.
- Over time for August was down \$63K for a total of \$201,729. Mandatory overtime hours dropped from 880 to 325.

**Overtime Report:**

August 2021	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 201,729.08	2,958.50	1,630.50
Part time			
<b>Month Total</b>	<b>\$ 201,729.08</b>	<b>\$ 2,958.50</b>	<b>\$ 1,630.50</b>
YTD Totals	\$ 1,599,071.96	\$ 23,475.22	\$ 16,345.50

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

- We have six members out on intermittent FMLA, one on long term disability, and three on short term disability.
- We will start testing next month to establish a new entry level list.
- We hired two lateral paramedics as well as four new entry level firefighters.
- Captain Chad Hale was promoted to Battalion Chief and Chris Skagen was promoted to Captain.

**Fire Prevention Report:** Deputy Chief Maloney reported the following:

- Met with Paul Rottenburg regarding mapping scenarios for station location on the west side of the freeway. We will bring the results to the Board once received.

**Finance Report:** Finance Director McInnis Reported the following:

- Our 2021 audit is complete. Our next audit will be in the summer of 2023 for both Marysville Fire District and Fire District 12.
- The Finance Committee is scheduled to meet on September 27, 2022, 9 am at Station 66 to review the preliminary 2023 budget.
- We received updated assessed valuation numbers from the County. For 2023 the RFA will now be just under \$17.1 billion in assessed value.
- The Governor has called to end the emergency declaration at the end of October. The FEMA Assistance Program will continue through the end of the year.

**Legal Counsel Report:** District Attorney Noel Treat reported that the final piece of a pending litigation has been dismissed by the court.

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

- Would like to applaud the organization for the hiring that has been done and the badge pinning ceremonies.
- The main topics at the annual conference attended was the mental wellness of our members and cancer among firefighters. It was reported that the P-Foss in our bunker gear is found to be linked to cancer. Asked that the Board consider bringing in United Diagnostic Services, a company that performs full body screenings that detect all types of cancers.
- The 9/11 Ceremony had a good showing of members, retirees and leadership.
- Looking forward to the banquet, bringing all our members together outside of work.
- Feels we are on the low end of the salary range to recruit the right Chief to take on the high level of work that is needed here. Asked that the Board take a second look at that before advertising.

## ***OLD BUSINESS***

**Fire Chief Search:** Human Resource Manager handed out more samples of the advertisement flyer and brochure for the Chief recruitment. After a lengthy discussion, the Board scheduled a special meeting for Thursday, September 29, 2022, 3 pm at Station 62 to further discuss options.

## ***NEW BUSINESS***

None.

## ***CALL ON BOARD***

**McInnis** – Nothing more to report.

**Maloney** – Nothing more to report.

**Neuhoff** – Nothing more to report.

**Shelton** – Nothing more to report.

**Edin** – Nothing more to report.

**Shelton** – Appreciates the open conversation on the Chief recruitment

**DeSanctis** – Nothing to report.



**Muller** – Great to see all the families tonight and the formal ceremony bringing on our new hires. Attended a 911 ceremony back in Philadelphia. Thanked staff for all their hard work.

**Ross** – Glad to see all the badge pinnings and the families being included. Thanked Edin for the candidates brought forward and his work done. Congratulated McInnis on another clean audit always very impressive. Thanked Chief Cole for all his day to day efforts running the operations of the District. Shared with Neuhoff that his time and work is appreciated and does not go unnoticed.

**Stevens** – Thanked everyone for the work being done. Looking forward to the awards banquet in January.

### **EXECUTIVE SESSION**

Chairperson Stevens called for a ten minute executive session at 7:42 pm to discuss the following:

- To consider the minimum price at which real estate will be offered for sale per RCW 42.30.110(1)(c)

We will return to open public meeting at 7:52 pm.

### **RECONVENE**

The open public meeting reconvened at 7:52 pm.

Vice Chairperson Muller called for a motion to adjourn.

**Motion:** To adjourn tonight's meeting  
**Made By:** Norton  
**Seconded By:** Ross  
**Action:** PASSED unanimously

### **ADJOURNMENT**

With no further action required, the September 21, 2022 regular meeting adjourned at 7:53 pm.

  
\_\_\_\_\_  
Darryl Neuhoff  
Interim Chief

  
\_\_\_\_\_  
Date approved





## Fire Prevention Report

Prepared by: Thomas Maloney, Deputy Chief/Fire Marshal  
September 21, 2022

- The total fire loss for 2022:  
We've had 23 fire incidents investigated so far in 2022. The total estimated property pre-fire value is over \$52.7 million, with an estimated fire loss of over \$1.5 million.
- We had a meeting with Mayor Nehring and CAO Hirashima on the proposed fire code changes and will be presenting to council in November.
- We have started the fall CERT program and this will run through October 6. This is in partnership with the city and we have approximately 20 attendees.
- Our September 11 ceremony outside the new Civic Center went very well. Special thanks to MFD Captain Matt Campbell, the MFD Honor Guard and MFD Retired Captain Chip Kruse for their contributions. We published video of the event online.
- We gave away and fitted 50 free bike helmets for kids at the Marysville School District's Back to School event. We also shared safety information with families.
- We partnered with the Salvation Army and Local 3219 to distribute more than 500 winter coats to children in need through the Salvation Army's back-to-school program.
- We also conducted education outreach this month to a Scouts group and an at-home preschool group.
- In October, we will have a booth at the city's Domestic Violence Walk.
- Our Facebook audience is up to 5,744 followers. Our Twitter audience is also up to 2,862 followers. We have 631 followers on Instagram. We currently reach 18,637 households on Nextdoor.

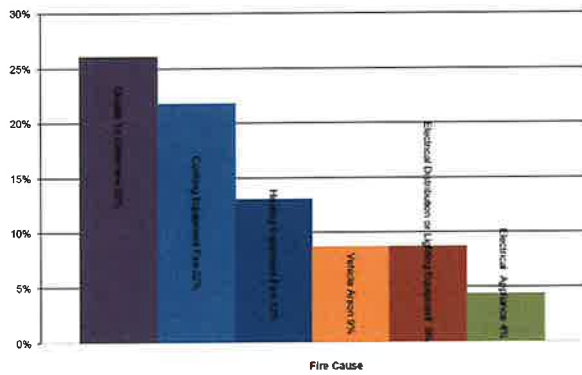
**Public Education** – We have resumed in-person public education with precautions. Fire stations remain closed to the public.

### Estimated Number of Public Education Attendees

Program	Current Month	2022
Preschool Program	10	150
Elementary Age (K-5)	8	58
Middle/High School	0	200
Station Tours	0	0
Smoke Alarm Installations	10	27
Youth Fire-Setter Interventions	0	0
Helmet Fittings	50	55
Public Events	500	4200
Car Seat Installs	2	20
Older Adult Fire/Fall Prevention	0	0
Parent Education	0	0
Fire Extinguisher Training	0	0

Marysville Fire District 2022 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	\$ -	\$ -
February	5	3	1	1	2	1	2	0	\$ 36,325,109.00	\$ 286,322.00
March	2	1	0	1	1	0	1	0	\$ 521,292.00	\$ 38,000.00
April	4	2	0	2	4	0	0	0	\$ 5,588,093.00	\$ 324,483.00
May	1	1	0	0	1	0	0	0	\$ 751,971.00	\$ 74,123.00
June	3	1	0	2	0	0	0	0	\$ 2,764,319.00	\$ 515,434.00
July	6	5	1	0	5	2	1	0	\$ 5,704,900.00	\$ 156,029.00
August	2	2	0	0	2	0	0	0	\$ 1,116,705.00	\$ 158,524.00
September										
October										
November										
December										
<b>Totals</b>	<b>23</b>	<b>15</b>	<b>2</b>	<b>6</b>	<b>15</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>\$ 52,772,389.00</b>	<b>\$ 1,552,915.00</b>

Marysville Fire District Fire Causes Ending August 31, 2022



Fire Dollar Loss

