

MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
October 19, 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 6:03 pm.

The following were in attendance:

Board of Directors:

Michael Stevens
Steve Muller
Kamille Norton
Tom King
Tonya Christoffersen
Rick Ross

Staff Members:

Darryl Neuhoff, Interim Chief
Jeff Cole, 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

BADGE PINNING CEREMONY

Interim Chief Neuhoff introduce newly promoted Battalion Chief Chad Hale and Driver Operator Elliott Lauritzen. 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. Approve minutes of the September 21, 2022, Regular Meeting
- B. Approve minutes of the September 27, 2022, Finance Committee Meeting
- C. Approve minutes of the September 29, 2022, Special Meeting
- D. Approve minutes of the October 5, 2022, Planning Workshop
- E. Approve September 2022 Financial Statements
- F. Approval of October Claims and Payroll:
 - i. MFD Expense Fund
 - Voucher Numbers 221001001-thru-221001202 \$ 343,682.10
 - ii. MFD Payroll (excluding benefits) \$ 1,331,653.77

Motion: To approve the MFD Consent Agenda
Made By: Ross
Seconded By: Norton



Action: PASSED unanimously

INFORMATION ITEMS

Communications: Nothing to report.

COMMITTEE REPORTS

EMS Committee: Approval of October EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
October	3,639.86	32,710.18	0.00	2,544.18

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

Planning Committee: Nothing to report.

Personnel Committee: HR Manager Edin will send out an email to schedule the next round of interviews.

Finance Committee: Finance Director Chelsie McInnis shared that the Finance Committee met on Tuesday, September 27th and reviewed the preliminary 2023 budget as well as discussion on the 2023 EMS levy timing.

STAFF BUSINESS

Fire Chief Report: Interim Chief Neuhoff reported the following:

- Working towards a remodel of the Public Safety Building/Station 61. We have established a basic layout for administration offices. Bid documents are being drafted so we can go out for bids. District Attorney Noel Treat has drafted a ninety day extension to the leaseback agreement for the 1094 Cedar building.
- We have submitted our contract for services to Quil Ceda Village. We are waiting to hear back.
- Many of the COVID 19 mandates will be coming to an end on October 31, 2022. The Force Protection Committee will be meeting after the first of the month to ensure all agencies working together have a consistent play book on the processes moving forward.
- The Station 65 HVAC/generator project will be complete by the end of next week.
- The microphones have been installed at Station 62; the room is now ready to hold Board meetings.
- Mike Davis has been working diligently on separating District IT system from the City network. Email has been separated and is now working on desktops.

Boardmember Christoffersen thanked interim Chief Neuhoff for stepping into the Interim Chief position and for a job well done.

Operations Report: Chief Cole reported the following:

- We continue to see an increase in call volume as well as unit hour utilization specifically on our two principle aid cars.

- We partnered with the school district and Local 3219 on the train up event at the high school. Thanked PIO Veley, Firefighters Tim Dalton, Obed Cushing and the Station 62 crew for participating.
- We are half way through our 2023 vacation and debit day selections.
- Our two new hire members are doing great at the fire academy.
- Our two new Paramedics are doing well. Matt Weinker has gone straight to work and Harrison McCabe is working on his ride time requirements and will be good to go by the end of the month.
- Sean Anderson and Tim Dalton have been accepted into the Bellingham Paramedic Program and have started the required prerequisite classes.
- We had a significant house fire in the Aspen neighborhood.
- We have an ongoing issue with homeless people burning garbage on a property on 80th St. Chief Maloney has been working to get the property cleaned up.
- Overtime for the month of September was \$178,906.74 down about \$22k from last month.

Overtime Report:

September 2021	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 178,906.74	2,540.88	1,809.50
Part time			
Month Total	\$ 178,906.74	\$ 2,540.88	\$ 1,809.50
YTD Totals	\$ 1,777,978.70	\$ 26,016.10	\$ 18,155.00

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

- We have six members out on intermittent FMLA, two on long term disability, and three on short term disability.
- We have started the Entry Level Firefighter testing to establish a new certified list.
- Supplied the Board with a quarterly vacation balance list.
- Will be attending a Government Job Fair on October 26, 2022. PIO Veley prepared a recruitment poster and Josh Farnes will be supplying a fire truck to have on display.

Fire Prevention Report: Deputy Chief Maloney was absent from the meeting. The Fire Prevention report was included in the Board packets.

Finance Report: Finance Director McInnis Reported the following:

- The end of September marked the last filing for COVID Grant Damages through the Public Assistance Program. In aggregate we have received \$365k of funding through the program.
- 2023 budgeting is underway. Our workshop is scheduled for October 25, 2022, 9am at Station 66.
- The Quarter 3 Budget and Funds report was included in the Board packets. All funds are still on track with no pending amendments needed.

Legal Counsel Report: District Attorney Noel Treat stated there is nothing to report from Legal tonight.

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

- Marysville Fire participated in a charity softball game with Marysville Police last month.
- Attended a Partnership in Education Program in Boise where he and Reese Williams participated in an early diagnosis cancer screening for firefighters. This program is prevalent on the East Coast and the IAFF is working to bring this opportunity to the West Coast.

OLD BUSINESS

Fire Chief Search: HR Manager Edin share that we are about half way through the recruitment process with one application thus far. We have had just over 600 hits on the site so we are expecting more application to come in soon.

NEW BUSINESS

EMS Levy Election Date: Finance Director McInnis shared a 2023 Levy Analysis stating that the RFA will need to decide on three factors for the 2023 EMS levy election process to begin (1) the type of EMS levy (2) the rate of the EMS levy, and (3) election date. After a brief discussion the Board was in agreement to run in the August election date and will further discuss the topic at Budget Workshop.

CALL ON BOARD

McInnis – Reminded the EMS Committee with the regular meeting being moved to November 14th they will need to meet the morning before the meeting or the week before to approve documents.

Maloney – Nothing more to report.

Neuhoff – Nothing more to report.

Shelton – Nothing more to report.

Edin – Nothing more to report.

Shelton – Agreed with the August election date. The awards banquet has been scheduled for January 21, 2023.

DeSanctis – Nothing to report.

Christoffersen – Thanked everyone for the great job they are doing.

Muller – Congratulations to Chad and Elliott on their promotions. Asked for a final copy of the recruitment flyer.

Ross – Thanked Chelsie for the explanation on the upcoming EMY levy.

Norton – Thanked Staff and congratulated Battalion Chief Hale.

King – Congratulated Chad and Elliott. Started the annual toy drive. Thanked the firefighters and the local for their participation.

Stevens – Thanked Staff for the ongoing hard work. Congratulated Chad and Elliott on their promotions.

EXECUTIVE SESSION

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

M: Office Shared/MFD Board/2022 Minutes/10-19-22/Minutes of the Board

Approved Initials



- To Review the Performance of a Public Employee pursuant RCW 42.30.110(1)(g)
- To Evaluate the Qualifications of a Public Employee pursuant RCW 42.30.110(1)(g)

We will return to open public meeting at 7:15 pm.

Chairperson Stevens called for a ten minute extension at 7:15 pm to return at 7:25 pm.
 Chairperson Stevens called for a five minute extension at 7:25 pm to return at 7:30 pm.

RECONVENE

The open public meeting reconvened at 7:31 pm.

Chairperson Stevens called for a motion as discussed in executive session.

Motion: To approve the ratified Collective Bargaining Agreement for 2023 – 2025
Made By: Ross
Seconded By: Muller
Action: PASSED unanimously

Chairperson Stevens 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 October 19, 2022 regular meeting adjourned at 7:35 pm.



11.15.22

Darryl Neuhoff
 District Secretary

Date approved





Fire Prevention Report

Prepared by: Thomas Maloney, Deputy Chief/Fire Marshal
October 19, 2022

- The total fire loss for 2022:
We've had 28 fire incidents investigated so far in 2022. The total estimated property pre-fire value is over \$53.8 million, with an estimated fire loss of over \$2.2 million.
- I apologize for not being at the meeting as I am at a conference out of town.
- The Excellence Conference agenda has been completed and it will be better than 2022.
- We are working with the King County Zone 1 Fire Marshals in updating the 2021 Fire Code. This group is trying to get us more aligned with each other to reduce confusion with the contractors.
- DFM Merkley successfully completed his Fire Plans Review exam and is now a certified fire plans examiner.
- I attended my first CPSE credentialing commission meeting in DC.
- We wrapped up a successful CERT class in partnership with the city of Marysville. The class of approximately 20 students had its final drill October 6. We are planning another CERT class in the spring.
- Over the last several weeks, we organized a firefighter visit to AVID classes at Marysville Pilchuck High School. The students were able to learn about firefighting careers. Firefighters also participated in Trade Up at MPHS. In addition, we had a booth at the city's Domestic Violence Awareness Walk.
- We are currently working on a new outreach program with Marysville schools. Different shifts at our fire stations will "adopt" a school and effort visits to those students on a monthly basis.
- We have a busy week planned for Fire Prevention Week with visits to 9 classes at Lakewood Schools, a social media campaign and a partnership with Domino's during which firefighters deliver pizzas while checking smoke alarms.
- Our Facebook audience is up to 5,818 followers. Our Twitter audience is also up to 2,896 followers. We have 662 followers on Instagram. We currently reach 18,776 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

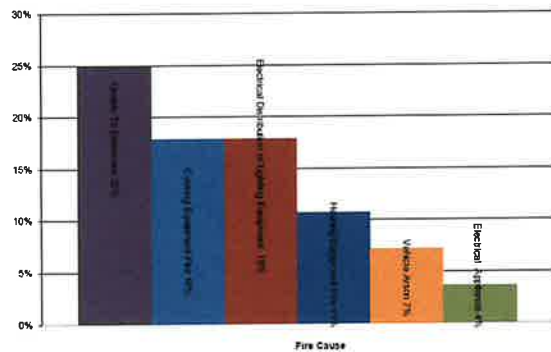
Program	Current Month	2022
Preschool Program	0	150
Elementary Age (K-5)	225	283
Middle/High School	50	250
Station Tours	0	0



Smoke Alarm Installations	0	27
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	55
Public Events	100	4300
Car Seat Installs	4	24
Older Adult Fire/Fall Prevention	0	0
Parent Education	0	0
Fire Extinguisher Training	20	20

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	5	4	1	0	3	0	0	2	\$ 1,060,500.00	\$ 731,500.00
October										
November										
December										
Totals	28	19	3	6	18	3	4	2	\$ 53,832,889.00	\$ 2,284,415.00

Marysville Fire District Fire Causes Ending September 30, 2022



Fire Dollar Loss

