

MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
May 17, 2023 – 6 pm
Station 62 / Virtual Via Zoom

CALL TO ORDER:

MFD Chairperson Ross called the meeting to order and led the flag salute at 6 pm.

The following were in attendance:

Board of Directors:

Rick Ross
Steve Muller
Michael Stevens

Staff Members:

Ned Vander Pol, Fire Chief
Jeff Cole, Deputy Chief
Tom Maloney, Deputy Chief
Chelsie McInnis, Finance Director
Steve Edin, Human Resource Director
Paula DeSanctis, Board Secretary

Guests:

Noel Treat, District Attorney

PUBLIC COMMENT

Chairperson Ross asked for public comment with none given.

MFD CONSENT AGENDA

- A. Excuse Boardmembers Norton, King, and Commissioner Christoffersen
- B. Approve minutes of the April 19, 2023, Regular Meeting
- C. Approve minutes of the May 3, 2023, Workshop
- D. Approve Minutes of the May 2, 2023, Finance Committee Meeting
- E. Approve April 2023 Financial Statements
- F. Approval of April Claims and Payroll:
 - i. MFD Expense Fund
Voucher Numbers 230503001-thru-230503291 \$ 374,283.42
 - ii. MFD Capital Fund
Voucher numbers 230502001-thru-2305025003 \$ 44,653.81
 - iii. MFD Payroll (excluding benefits) \$ 1,476,945.66

Motion: To approve the MFD Consent Agenda Items A
Made By: Muller
Seconded By: Stevens
Action: PASSED unanimously

Motion: To approve the MFD Consent Agenda Items B-F
Made By: Muller
Seconded By: Stevens
Action: PASSED unanimously



INFORMATION ITEMS

Communications: Chief Vander Pol stated there is nothing to report.

COMMITTEE REPORTS

EMS Committee: Approval of May EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
May	4,451.83	27,376.92	0.00	5,613.90

Motion: To approve the May ambulance account recommendations
Made By: Stevens
Seconded By: Muller
Action: PASSED unanimously

Planning Committee: Chief Vander Pol stated we will further discuss the Station 61 remodel and the CRA/SOC later on in the meeting.

Personnel Committee: HRD Edin shared that we will be conducting more entry-level interviews in late May early June.

Finance Committee: FD McInnis reported that the Finance Committee met on May 2, 2023 and performed a comprehensive review of the annual financial report as well as the first quarter trends. Our next meeting will be mid to late July to look at an updated planning model and second quarter trends.

STAFF BUSINESS

Fire Chief Report: Chief Vander Pol reported the following:

- We will be holding a badge ceremony June 7, 2023, 5 pm at Station 62.
- Our open house is scheduled for June 13, 2023, at Station 62.
- Our water rescue team has been busy this month. They responded to a car floating down the Ebey slough earlier this week. Yesterday they participated in a water rescue drill at Lake Stevens with several other county resources. Next month MFD will be hosting the continuing education portion for the counties rescue swimmers at Lake Goodwin and Kayak Point.

Operations Report: Chief Cole reported the following:

- This month's incident report showed a significant decrease in the outgoing aid for the month of April. This is due to Tulalip Bay activating A60 decreasing our responses to that area.
- We continue to work on the Lexipol Policy Procedure project. It is anticipated that the first batch of policies will be brought to the Board next month.
- The Station 61 project is underway. Thanked those who attended the walk through last month. Our preconstruction meeting is this Friday with construction starting on the May 22, 2023.
- We have seven new members in the Ladder Academy and six trained to be our First Due subject matter experts.

Overtime Report:

April 2023	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 211,834.86	2,944.50	2,173.25
Part time			

Month Total	\$ 211,834.86	\$ 2,944.50	\$ 2,173.25
YTD Totals	\$ 807,152.22	\$ 8,532.83	\$ 8,741.00

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

- We had seven employees off on intermittent FMLA, three long-term disabilities, and three short-term disabilities.
- We finished the entry-level process resulting in a new list.
- Captains testing will open in June with testing in October.
- Next week we will begin soliciting applications for Assistant Fire Marshal and Deputy Fire Marshal to produce a new list.
- Driver Operator testing will be in July.
- We did Deputy Chief testing with only three candidates. We will be soliciting for more applications to have a larger pool to pull from.
- We continue our collective bargaining for the Fleet and Facilities Division. We meet again this Friday.
- We are hosting a Countywide Human Resource training here at Station 62 tomorrow.

Fire Prevention Report: Deputy Chief Maloney reported the following:

- We have downloaded a tremendous amount of files for the CRA/SOC project. Thanked FD McInnis and DC Cole for all their help.

Finance Report: Finance Director McInnis Reported the following:

- Included in your packets is the Quarter 1 2023 funds and budget report. This a summarized version of what the Finance Committee reviewed earlier this month.

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 was absent from tonight's meeting.

OLD BUSINESS

NEW BUSINESS

Agenda Bill – 2022 Annual Financial Report

Finance Director McInnis stated we are asking for Board approval of the 2022 Annual Report. This report is an annual requirement through RCW 43.09.230 and is regulated by the Washington State Auditor's Office; deadline for submittal is May 30, 2023. Staff and the Finance Committee have conducted comprehensive internal reviews to ensure accuracy and completeness.

Motion: To approve the 2022 Annual Financial Report
Made By: Muller
Seconded By: Stevens
Action: PASSED unanimously

Agenda Bill – Bid Award: Pumper Purchase

ps

Chief Vander Pol shared that after further review, we are looking to award the bid and enter into contract with Cascade Fire and Safety for the purpose of purchasing two E-One custom pumpers.

At Boardmembers Muller's request, Fleet and Facilities Supervisor Farnes gave a detailed report on the building of the bid specifications and purchasing process.

Motion: To award the bid to Cascade Fire and Safety and authorize for District Staff to enter into contract for the purpose of purchasing two custom pumpers
Made By: Stevens
Seconded By: Muller
Action: PASSED unanimously

Proclamation Week:

Chief Vander Pol shared that this EMS Week Proclamation is standard process to identify the great work by all EMS personnel in the organization.

Motion: To approve the EMS Week Proclamation
Made By: Muller
Seconded By: Stevens
Action: PASSED unanimously

CALL ON BOARD

Muller – With the warmer weather, it is nice to see our presence out on the water. Looking forward to the open house.

Ross – Thanked Chief and Staff for all the work going into each meeting. Thanked Josh for his great presentation.

Stevens – Nothing to add.

ADJOURNMENT

Chairperson Ross called for a motion to adjourn.

Motion: To adjourn the May 17, 2023 Regular Meeting
Made By: Stevens
Seconded By: Muller
Action: PASSED unanimously

With no further action required, the May 17, 2023 meeting adjourned at 6:41 pm.



Ned Vander Pol, Fire Chief



Date approved





Fire Prevention Report

Prepared by: Thomas Maloney, Deputy Chief/Fire Marshal
May 17, 2023

- The total fire loss for 2023:
We responded to 9 fire incidents that were investigated to date in 2023. The total estimated property pre-fire value is over \$11.2 million, with an estimated fire loss of over \$1.5 million.
- We did have three fires this month so far two resulting in significant damage and one arson with minor damage.
- Training for our pre-incident planning program First Due has been completed and we are now creating electronic pre-plans. As a reminder each shift will have a representative to assist crews in completing the assigned pre-plans. This is a new program and is computer based and will improve our current program. We had our new lateral firefighters help create some pre-plans as well as part of the on-boarding process. Some buildings have been pre-planned as we are now live.
- We help a Washington State Association of Fire Marshals board meeting at Station 62 this week (May 16-17).
- We are hosting a Fire Sprinkler Review Class May 24-26, through the Washington State Association of Fire Marshals and National Fire Sprinkler Association. Also, we are hosting a Quality Improvement for the Fire and Emergency Services Workshop, September 26-28, through the Center of Public Safety Excellence. Both will be held at Station 62.
- We are finishing the spring CERT training with the City's Emergency Management office later this month.
- We continue to provide items to AP Triton for the CRA/SOC. Director McInnis has created files (financial) and we have provided them with all of the GIS contacts. We continue to gather the response data for them which is extensive.
- Our Spring newsletter has been delivered to residents and we have received many compliments on it. I would like to thank PIO Veley for making this happen and making us look great!
- We have launched our EMS levy educational campaign. The initial news release has been shared, web page has been launched and an informational guide for firefighters and staff has been created for internal use.
- We are planning a Fire Station Open House Wednesday, June 14 from 4pm-7pm at Station 62. The Open House will feature a vehicle extrication demo, hands-only CPR training, fire extinguisher training, a teddy bear clinic, apparatus tours and more. All members of the public are invited.

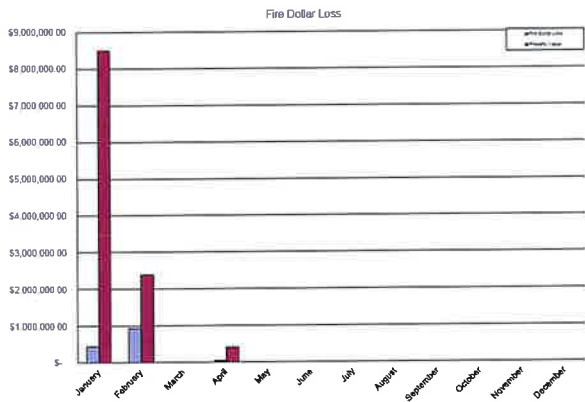


- Chief Vander Pol and PIO Veley spoke to local high school students about careers in the fire service during a city event May 1. Chief Vander Pol was the featured speaker for the city's Coffee Chat with seniors at the Community Center May 8. PIO Veley assisted with a car seat check and giveaway event at Marysville Toyota April 21, sponsored by Safe Kids. We participated in the Linc NW Healthy Living Fair May 6 and will do a bike helmet giveaway at Cascade Elementary May 18.
- Our Facebook audience is up to 6,211 followers. Our Twitter audience is at 3,038 followers. We have 986 followers on Instagram. We currently reach 19,808 households on Nextdoor.

Estimated Number of Public Education Attendees

Program	Current Month	2023
Preschool Program	80	180
Elementary Age (K-5)	0	425
Middle/High School	40	290
Station Tours	15	15
Smoke Alarm Installations	3	18
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	50
Public Events	70	1270
Car Seat Installs	3	10
Older Adult Fire/Fall Prevention	20	20
Fire Extinguisher Training	22	22

Marysville Fire District 2023 Fire Incident Totals										
Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	4	4	0	0	3	0	1	0	\$ 8,514,357.00	\$ 434,408.00
February	4	4	0	0	4	0	0	0	\$ 2,389,829.00	\$ 931,549.00
March	0	0	0	0	0	0	0	0	\$0	\$0
April	1	1	0	0	1	0	0	0	\$ 395,794.00	\$ 31,098.00
May										
June										
July										
August										
September										
October										
November										
December										
Totals	9	9	0	0	8	0	1	0	\$ 11,299,980.00	\$ 1,397,055.00



Marysville Fire District Fire Causes Ending April 30, 2023

