

**MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
January 17, 2024 – 6 pm – MFD St. 62 / Zoom**

CALL TO ORDER

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

PUBLIC COMMENT

Chairperson Muller called for public comment with none given.

The following were in attendance:

Board of Directors:

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

Staff Members:

Ned Vander Pol, Chief
Jeff Cole, Assistant Chief
Tom Maloney, Assistant Chief
Jennett Nielson, Deputy Chief
Chelsie McInnis, Finance Director
Steve Edin, Human Resource Director
Mike Davis, IT Manager
Josh Farnes, Fleet & Facilities Supervisor
Paula DeSanctis, Admin Assistant

Guests:

Noel Treat, District Attorney
Brenda Bannon, Attorney

MFD CONSENT AGENDA

- A. Approve minutes of the December 20, 2023, Regular Meeting
- B. Approve December 2023 Financial Statements
- C. Approval of January Claims and Payroll:
 - i. MFD Expense Fund
Voucher Numbers 240103001-thru-240103209 \$ 751,369.28
 - ii. Capital Reserve Fund
Voucher Number 24012001 \$ 1,341.12
 - iii. Apparatus Fund
Voucher Numbers 240101001 \$ 1030.32
 - iv. MFD Payroll (excluding benefits) \$1,565,296.68

Motion: To approve the MFD Consent Agenda
Made By: Christoffersen
Seconded By: Norton
Action: PASSED unanimously

P.S.

INFORMATION ITEMS

Communications: Chief Vander Pol shared a thank you card from Brittney Nic, a Bellingham paramedic student rider. Brittney was very thankful for the top-notch training she received at Marysville Fire.

COMMITTEE REPORTS

EMS Committee: Approval of January EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
January	3,842.81	29,981.29	0.00	500.44

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

Planning Committee: Boardmember Muller shared that the Planning Committee met and reviewed the recommendations from the SOC/CRA report. The committee voted to move forward on the Station 63 replacement.

Personnel Committee: Human Resource Director Edin informed the committee they will need to schedule a meeting mid-February for Captain Interviews.

Finance Committee: Nothing to report.

STAFF BUSINESS

Fire Chief Report: Chief Vander Pol reported on the following:

- The Nurse Navigator Program went into service yesterday.
- No new developments on the Ladder truck. We are still looking at the end of March 2024 for delivery.

Operations Report: Chief Cole reported on the following:

- We ended the year with 15,941 call for service in 2023.
- Provided the Board with a report on Everett Clinic calls. We ended the year with 638 calls to the three Everett Clinics.
- Attended the orientation up in Bellingham for our three new medic students.
- The Nurse navigator Program went into effect yesterday at 0800. At the 24-hour mark, they had referred 46 calls.

Overtime Report:

December 2023	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 170,849.26	2,316.58	1,971.75
Part time			
Month Total	\$ 170,849.26	\$ 2,316.58	\$ 1,971.75
YTD Totals	\$ 2,469,327.92	\$ 30,618.83	\$ 24,071.08

Human Resources/Personnel Report: Human Resources Director Edin reported the following:

- We have eight employees off on intermittent FMLA, three out on long-term disability, and three out on short-term disability.
- Next week we will be interviewing five candidates for the new administrative assistant position.
- MSO/MSA testing will be March 4, 2024.
- We have three firefighter/EMT's in the background process. We had a new medic start this week. We have a new firefighter/EMT starting on February 12, 2024.

Fire Prevention Report: Assistant Chief Maloney reported the following.

- Due to the inclement weather, we added an additional unit. The crews did an amazing job responding to 73-water emergencies over the last three days due to the freezing weather. We expect more as it begins to thaw.
- Had our first planning meeting for program appraisals. The design is to develop the program around goals that correspond with the SOC/CRA report and line up with the 10th edition for accreditation.

Finance Report: Finance Director McInnis reported the following:

- In next month's packets, you will see the annual budgetary comparison reports as well as the ambulance transport revenue report for 2023.
- Will be sending out dates for our year-end Finance Committee review.
- Reviewed the transfer of care time data report aka "hospital wall times" report.

Legal Counsel Report: District Attorney Noel Treat had nothing to report.

OLD BUSINESS

None

NEW BUSINESS

Project Manager RFQ:

Chief Vander Pol stated that he is sending out a Request for Qualifications (RFQ) for a project management firm to analyze and oversee both the near-term Station 63 construction project and other future capital project needs. An extensive email was sent to all Boardmembers on the details of the request. In drafting the RFQ he referenced materials prepared by neighboring public agencies who have went through similar processes.

CALL ON BOARD

King – Who can make evacuation orders on scene? The Incident Commander on scene can make that decision. Is Station 61 complete? Chief Cole reported that Station 61 is primarily complete; we are waiting on some final paperwork from the contractor.

Norton – Thanked staff for adding the additional unit and thanked the crews for all they are doing to help people in need with broken pipes and flooding due to the weather.

Steven – Also thanked the crews for the extra efforts in helping citizens.

Ross – Appreciate all the extra work during the freeze.

Christoffersen – Thanked everyone for the excellent community service.

Muller – Thanks for all the extra hard work during the cold weather.

EXECUTIVE SESSION

Chairperson Muller called for a 15-minute executive session at 6:35 for the following:

- To review the performance of a public employee pursuant RCW 42.30.110(1)(g)
- To discuss pending litigation pursuant RCW 42.30.110(1)(g)

We will return to the open public meeting at 6:50 pm.

Chairperson Muller called for a 5-minute extension at 6:50 pm to return at 7:00 pm.

Chairperson Muller called for a 2-minute extension at 7:00 pm to return at 7:02 pm.

RECONVENE

The open public meeting reconvened at 7:02 pm.

ADJOURNMENT

Chairperson Muller called for a motion to adjourn the January 17, 2024 regular meeting.

Motion: To adjourn the January 17, 2024 regular meeting
Made By: Stevens
Seconded By: Christoffersen
Action: PASSED unanimously

With no further action required the January 17, 2024 regular meeting at 7:04 pm.



Ned Vander Pol
District Secretary



Date approved





Fire Prevention Report

Prepared by: Thomas Maloney, Assistant Chief/Fire Marshal
January 17, 2024

- The total fire loss for 2023:
We responded to 43 fire incidents that were investigated in 2023. The total estimated property pre-fire value is over \$25.8 million, with an estimated fire loss of over \$4.3 million.
- We finished up the year with our highest fire total since 2010 which was 48.
- PIO Spring has been working hard to get up to speed. She has been meeting key stakeholders from the MSD and City of Marysville along with scheduling job shadows with PIO colleagues. She attended a senior citizen community event with SFRF and will also be shadowing and participate in the Nurse Navigator press release. In addition to tackling FEMA certifications, she's compiled her CPSE application for the PIO Designation that will be submitted in the February review.
- We held the first meeting for program appraisals. The committee will meet monthly and develop goals that will address the core competencies with the accreditation model that will address the CRA/SOC as well as our long term goals.
- Our wreath has 9-white bulbs and 7-red bulbs.
- Our Facebook audience is 6,812 followers. Our Twitter audience is at 3,152 followers. We have 1,053 followers on Instagram. We currently reach 20,266 households on Nextdoor.

Estimated Number of Public Education Attendees

Program	Current Month	2023
Preschool Program	0	225
Elementary Age (K-5)	0	490
Middle/High School	0	290
Station Tours	0	30
Smoke Alarm Installations	0	29
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	80
Public Events	0	2370
Car Seat Installs	0	21
Older Adult Fire/Fall Prevention	0	35
Fire Extinguisher Training	0	25

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	7	6	1	0	2	1	0	0	\$ 3,032,564.00	\$ 246,395.00
June	7	7	0	0	6	1	0	0	\$ 4,515,028.00	\$ 566,501.00
July	6	2	0	4	5	0	0	1	\$ 2,294,298.00	\$ 1,089,300.00
August	1	1	0	0	1	0	0	0	\$ 722,634.00	\$ 18,066.00
September	0	0	0	0	0	0	0	0	\$0	\$0
October	4	3	1	0	3	0	0	1	\$ 1,208,485.00	\$ 424,372.00
November	3	3	0	0	2	0	0	1	\$ 356,440.00	\$ 83,650.00
December	6	5	1	0	5	0	1	0	\$ 2,398,602.00	\$ 513,001.00
Totals	43	36	3	4	32	2	2	3	\$ 25,828,031.00	\$ 4,338,340.00

Marysville Fire District Fire Causes Ending December 31, 2023

