

**MARYSVILLE FIRE DISTRICT  
BOARD OF DIRECTORS MEETING  
February 21, 2024 – 6 pm – MFD St. 62 / Zoom**

**CALL TO ORDER**

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

**PUBLIC COMMENT**

Chairperson Muller called for public comment. Local 3219 President Kate Shepard shared the following:

- She will be reaching out to all Boardmember for a coffee meet and greet.
- Working on the 2024 plan.
- Vice Chair Reese and Shepard went to Olympia to discuss two house bills, tax increment and a fallen firefighter memorial and one senate bill for LEOFF plan.
- Our new PIO Spring Petta will be attending Fire Ops in March. Shepard gave an open invitation to any Boardmembers who would like to attend.
- We have Education Seminars coming up for our members.
- To better our social media presence, we will putting together a Committee to roll out new social media to share the good we are providing out in the community.

**The following were in attendance:**

**Board of Directors:**

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Steve Muller  
Tom King  
Kamille Norton *arrived at 6:15 pm*  
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:**

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Noel Treat, District Attorney  
Diana Brown, OAC  
Adam Johnson, OAC

**MFD CONSENT AGENDA**

- A. Approve minutes of the February 15, 2024, Special Planning Committee Meeting
- B. Approve minutes of the January 28, 2024, Special Meeting
- C. Approve Minutes of the January 17, 2024, Regular Meeting
- D. Approve Minutes of the January 11, 2024, Special Planning Committee Meeting
- E. Approve January 2023 Financial Statements
- F. Approval of February Claims and Payroll:

- i. MFD Expense Fund  
Voucher Numbers 240204001-thru-240204212 \$ 420,04.77
- ii. Capital Reserve Fund  
Voucher Number 240203001-thru-240203003 \$ 38,806.83
- iii. Apparatus Fund  
Voucher Numbers 240202001-thru-240202002 \$ 15,966.67
- iv. MFD Payroll (excluding benefits) \$1,625,460.32

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

***INFORMATION ITEMS***

**Communications:** Chief Vander Pol shared a letter written by DC Nielson recognizing Hayley Peterson, Hailey Gribble, Katie Reeves, Cydney Hallahan and Spring Petta for representing Marysville Fire District at the Women in Public Service Career and Recruitment Fair. The Police Chief publicly acknowledged Marysville Fire District at Rotary, thanking them for the quick and professional response to a call for one of their members.

***COMMITTEE REPORTS***

EMS Committee: Approval of February EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
February	\$5,128.40	\$71,363.07	\$0.00	\$75.00

**Motion:** To approve the February ambulance account recommendations.  
**Made By:** Stevens  
**Seconded By:** King  
**Action:** PASSED unanimously

**Planning Committee:** Boardmember Muller shared that the Planning Committee met with a representative from OAC for project management services for the new Station 63 build. Chief Vander Pol added that Staff is looking for direction from the Board to move forward with OAC professional services contract. The Board was in agreement to move forward with OAC for the Station 63 and future project management services.

**Personnel Committee:** Human Resource Director Edin shared the Personnel Committee met today for Captain Interviews with hopes of having a selection by the end of the week.

**Finance Committee:** Finance Director McInnis reported that the next Finance Committee meeting is scheduled for March 4, 2024, 1:30 at the administration office.

***STAFF BUSINESS***

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

- Captain Chad Crandall accepted a Deputy Chief position with Granite Falls Fire creating an opening here. Captain interviews were held earlier today and an announcement will be made shortly.
- In long term planning, we put in interest with Harbor View Medical Paramedic Program that starts in the fall.

- Today we had a Secondary Trauma Workshop for behavioral health. It was encouraging to see so many Marysville Fire personnel attending.
- The All Hands Meeting was on February 13, 2024, the PowerPoint presentation was sent out to everyone. There was a lot of good discussion during and following with the theme of working together to build a future and solving problems with a culture of trust and transparency.
- Introduced the thought of having a sub-committee on behavioral health at with County Fire Chiefs.
- Spoke at the Historical Society Monday night.
- Went to Cedar Brooke Lodge on Friday with the Seattle Fire Department Executive Leadership Academy for a presentation on the hospitality industry and how it correlates to public safety.

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

- We had 1,336 calls in January, which is up 47 calls from this time last year.
- Sean Anderson has officially completed his paramedic training including his required ten ride-alongs.
- Our three member attending the Bellingham Paramedic Program are doing very well.
- The Nurse Navigator Program went live on February 15, 2024. 75% of the calls being diverted to the nurse line are being kicked back to 911, this is higher than we would like to see. A group has been assigned to fine tune the determinate types of calls being diverted.
- We are still working on some final paperwork and retainage for the admin remodel. Key Mechanical is working on the HVAC systems, the outside systems still have not arrived. We have filed a warranty claim for the bubbling paint on the outside of the building.
- We received the replacement boat yesterday; we are still waiting on the trailer.

**Overtime Report:**

January 2024	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 234,555.45	3,109.24	1,987.25
<b>Month Total</b>	<b>\$ 234,555.45</b>	<b>\$ 3,109.24</b>	<b>\$ 1,987.25</b>
YTD Totals	\$ 234,555.45	\$ 3,109.24	\$ 1,987.25

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

- We have six employees off on intermittent FMLA, three out on long-term disability, and two out on short-term disability.
- The new administrative assistant will start on March 4, 2024.
- Our two new Firefighters have started at the academy.
- DC Nielson and Edin will attend the Snohomish County Government Job Fair at Angel of the Winds tomorrow.

**Fire Prevention Report:** Assistant Chief Maloney introduced our new PIO Spring Petta.

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

- The 2023 Year End Budget and Funds Report was included in your packets giving a high-level summary of 2023 activity.

- We are beginning the 2023 Annual Report preparations. McInnis will reach out to the Finance Committee to schedule a time to review the report when completed.

**Legal Counsel Report:** District Attorney Noel Treat share that a settlement agreement has been fully executed and resolved in the Johnson litigation.

### **OLD BUSINESS**

**Lexipol Policies:** Assistant Chief Cole shared that the new policies are ready to be approved in the six-month draft form. We will release about 10 to 15 polices at a time for all members to review and acknowledge they have reviewed and understand the policy.

**Motion:** To approve the Lexipol Policies be moved into a six-month draft form.  
**Made By:** Ross  
**Seconded By:** Christoffersen  
**Action:** PASSED unanimously

### **NEW BUSINESS**

**SNO911 Caucus Appointment:** Chief Vander Pol shared that the SNO911 maintains a list of caucus representatives for each fire and law enforcement agency. For the next two-year term staff recommends, Chief Ned Vander Pol and Assistant Chief Jeff Cole be authorized by the Marysville Fire District Board of Directors as the representative to serve on the SNO911 Caucus effective May 2024.

**Motion:** To approve the appointment of Chief Vander Pol and Assistant Chief Cole as the representatives appointed to serve on the SNO911 Caucus for a two-year term effective May 2024.  
**Made By:** Christoffersen  
**Seconded By:** Norton  
**Action:** PASSED unanimously

### **CALL ON BOARD**

**King** – Personnel Committee met today. Marysville voters recently approved the renewal of our Transportation Benefit District Tax. Thanked Chief Vander Pol for speaking at the Historical Society.

**Norton** – Asked how successful the Ready Rebound Program has been. HRD Edin reported we have had about 15 members utilize the program. The program has accelerated the scheduling of appointments which in turn is speeding up the time of recovery.

**Stevens** – Welcomed Spring.

**Ross** – Thanked HRD Edin for always bringing forward great candidates and for the interview process running smoothly. Welcomed Spring.

**Christoffersen** – Thanked DC Nielson for the recognition of our members attending the Women in Public Service Career and Recruitment Fair. Welcomed Spring.

**Muller** – Thanked DC Nielson for the work she has been doing. Shared that she has been a great addition to our staff. Welcome Spring. Experienced the Nurse Navigator Program and thanked the crew for their professionalism when responding to a family member.

***ADJOURNMENT***

Chairperson Muller called for a motion to adjourn the February 21, 2024 regular meeting.

**Motion:** To adjourn the February 21, 2024 regular meeting  
**Made By:** Christoffersen  
**Seconded By:** Stevens  
**Action:** PASSED unanimously

With no further action required the February 21, 2024 regular meeting at 7:03 pm.

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Ned Vander Pol  
District Secretary

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Date approved