

**MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
October 16, 2024 – 6 pm – MFD St. 62 / Zoom**

CALL TO ORDER

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

PUBLIC COMMENT

Local 3219 Union President Kate Shepard respectfully asked the Board to reinstate the labor report on the monthly regular board meeting agenda.

The following were in attendance:

Board of Directors:

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

Staff Members:

Ned Vander Pol, Chief
Jeff Cole, 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

MFD CONSENT AGENDA

- A. Approve minutes of the September 18, 2024, regular meeting
- B. Approve minutes of the September 25, 2024, Finance Committee meeting
- C. Approve September 2024 Financial Statements
- D. Approval of October Claims and Payroll:
 - i. MFD Expense Fund
Voucher Numbers 241003001-thru-241003170 \$ 252,300.98
 - ii. Apparatus Fund
Voucher Numbers 241001001-thru-241001007 \$ 225,106.58
Voucher Number 24100401 \$ 25,261.50
 - iii. Capital Fund
Voucher Number 241002001 \$ 16,770.15
 - iv. MFD Payroll (excluding benefits) \$ 1,634,364.06

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

INFORMATION ITEMS

Communications: Chief Vander Pol shared positive feedback received from a patient who was very appreciative of the treatment from Marysville Fire District personnel.

COMMITTEE REPORTS

EMS Committee: Approval of October EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
October	2,215.44	43,211.80	1,147.18	8,679.43

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

Planning Committee: Nothing to report at this time.

Personnel Committee: Nothing to report.

Finance Committee: Finance Director McInnis shared the committee met on September 25, 2024, to review the preliminary 2025 budget. We will schedule our next meeting in late November to begin our 2025 regular levy lid lift planning.

STAFF BUSINESS

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

- We have another three attending the Seattle Fire Department Executive Leadership Academy through the University of Washington.
- A 20-to-30-year facilities capital plan for the organization has been submitted to the City as part of their comprehensive plan update. This will also be incorporated into our long-term master plan.
- Will be attending the Pacific NW Conference. The topic will be on rethinking first responders' trauma and mental wellness.
- We have anti-harassment training and healthy eating nutrition training scheduled for later this month.
- Today's award presentation on the agenda has been rescheduled for November 13, 2024, 1:30 pm at Station 62.

Operations Report: Chief Cole reported on the following:

- We had 1,297 calls for the month which is down about 3%. All three Everett Clinics remain as top response locations with about 200 calls each.
- We went through the GCCM process and were approved to use it for the Station 63 construction project. We are working on a footprint for the structure. District Attorney Noel Treat is working with the property owner on the acquisition of the property.
- District Attorney Noel Treat continues to work on the legal side of the Station 61 paint issue.

Overtime Report:

September 2024	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 237,434.19	3,102.75	2,014.50
Month Total	\$ 237,434.19	\$ 3,102.75	\$ 2,014.50
YTD Totals	\$ 2,050,909.32	\$ 26,586.58	\$ 17,684.61

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

- We have six employees off on intermittent FMLA, four employees out on long term disability, and two out on short term disability.
- Open enrollment will begin later this month.
- Requested that the Board extend the Captain Promotional list for one year.

Motion: To approve the extension of the Captain Promotional list for one year.
Made By: Ross
Seconded By: Christoffersen
Action: PASSED unanimously

Fire Prevention Report: Assistant Chief Maloney was absent from the meeting, attending he Fire Prevention Conference in Chelan. The Fire Prevention Report was included in the board packets.

Finance Report: Finance Director McInnis reported the following:

- The 2025 budget workshop is scheduled for October 30, 2024, 9 am at Station 66. Budget adoption will be on November 20, 2024.
- Our 2023 SAO financial and accountability audit has begun. Chief, Board Chair Muller, and the Finance Director have completed the risk assessment interviews. The auditors have begun work on the financial audit and are in the planning stages to identify the accountability portions of the audit.

Legal Counsel Report: District Attorney Noel Treat will report later in executive session.

OLD BUSINESS

Agenda Bill: Stryker Contract – ProCare Power Cot Service Contract

The district’s current four-year service contract with Stryker for power cot maintenance services expired in April. The new contract will be for a five-year term from October 1, 2024- September 30, 2029. A 10% discount is given in consideration for the multi-year agreement, saving the district \$18,187 over the life of the contract.

Motion: To approve the five-year Stryker ProCare power cot service agreement and authorize the Fire Chief to execute such contract.
Made By: Christoffersen
Seconded By: King
Action: PASSED unanimously

NEW BUSINESS

2025 Ambulance Transport Fee Schedule

Finance Director McInnis shared that per MFD Resolution 2021-002 “Exhibit A” ambulance transport rates, excluding base mileage rate, will be increased to 100% of CPI-W, Seattle-Tacoma-Bellevue, Half 1, each January 1. CPI-W for the 2025 effective rate period is 4.2%.

It is proposed that base rate mileage be maintained at the previously adopted 2024 rates, as they are still within the appropriate range of other comparable agencies within Snohomish County.

Motion: To approve “Exhibit A” of MFD Resolution 2021-002, as presented, modifying the 2025 ambulance transport fee schedule and authorizing annual adjustments.
Made By: Ross
Seconded By: Christoffersen
Action: PASSED unanimously

Paramedic Stipend MOU

Chief Vander Pol shared that Labor and Management have come to a collaborative agreement to compensate our paramedics with a stipend for the additional work performed while acting as preceptors to our paramedic students. The compensation will be \$30 per medic per shift beginning this coming Monday through the end of the labor contract.

Motion: To approve the Paramedic Stipend as presented.
Made By: Christoffersen
Seconded By: King
Action: PASSED unanimously

CALL ON BOARD

Ross – Thanked staff for the work on the 2025 budget.

King – The Mayor has declared October 28th as National First Responder Day in Marysville.

Norton – Nothing more to report.

Stevens – Nothing to report.

Christoffersen – Happy to be back.

Muller – Looking forward to moving into the holiday season. Excited to see the progress on the Station 63 project.

EXECUTIVE SESSION

Chairperson Muller called for ten-minute executive session at 6:30 pm to review the performance of a public employee pursuant RCW 42.30.110(1)(g) to return at 6:40 pm.

Chairperson Muller called for a five-minute extension at 6:40 pm to return at 6:45 pm.

RECONVENE

The open public meeting reconvened at 6:45 pm.

ADJOURNMENT

Chairperson Muller called for a motion to adjourn the October 16, 2024, regular meeting.

Motion: To adjourn the October 16, 2024, regular meeting
Made By: Christoffersen
Seconded By: Norton
Action: PASSED unanimously

With no further action required the October 16, 2024, regular meeting at 6:46 pm.

Ned Vander Pol
District Secretary

Date approved