

Meeting Minutes
MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS MEETING
January 21, 2026 – 6 pm – MFD St. 62 / Zoom

CALL TO ORDER

Chairperson Muller called the MFD meeting to order and led the flag salute at 6:04 pm.

PUBLIC COMMENT

Chairperson Muller called for public comment.

Reece Williams, new Local 3219 President asked that the Board reinstate the Local 3219 report to the monthly Board Meeting agenda. Shared the need for additional staffing to relieve overtime and the strain on the physical and mental health of our employees. Highlighted union charitable activities in Fall/Winter 2025.

Ryan Shaughnessy, Fire District 15 Fire Chief, expressed concern over the imbalance of mutual aid calls between Marysville Fire District and Fire District 15.

The following were in attendance:

Board of Directors:

Steve Muller
Kamille Norton
Micheal Stevens
Tonya Christoffersen
Mark James
Rick Ross

Staff Members:

Ned Vander Pol, Fire Chief
Tom Maloney, Assistant Chief
Jennett Nielson, Deputy Chief
Chelsie McInnis, Finance Director
Kim Adams, HR Director
Mike Davis, IT Manager
Paula DeSanctis, HR/Finance Assistant
Josh Farnes, Fleet & Facilities Supervisor
Taylor Matsumura, Administrative Assistant

Guests:

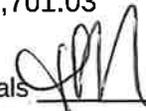
MFD CONSENT AGENDA

- A. Approve minutes of the November 17, 2025, Special Meeting
- B. Approve December 2025 Financial Statements
- C. Approval of January Claims and Payroll

i. MFD Expense Fund		
Voucher Numbers – 260102001-thru-260102094	\$	1,162,719.98
Cancelled Warrant 2244814	\$	40.00
ii. Capital Fund		
Voucher Numbers – 260101001-thru-260101003	\$	11,701.03

G: Office Shared/MFD Board/2026 Minutes/1-21-26 Minutes of the Board

Approved Initials



iii. MFD Payroll (excluding benefits) \$ 1,674,945.22

D. Approval of January EMS Committee Account Recommendations

Refunds Check Numbers	\$	1,131.32
Charity/Bankruptcy/Small Balance	\$	4,345.40
Collections	\$	54,716.86

Board member Norton asked for an amendment to the minutes of the November 17, 2025, Special Meeting under "Agenda Bill: Amend Lexipol Policy 1050" to correct the name of board member who made motion to approve from "Stevens" to "Norton".

Motion: To approve the MFD Consent Agenda as amended.
Made By: Ross
Seconded By: James
Action: PASSED unanimously

INFORMATION ITEMS

Communications: None

COMMITTEE REPORTS

Planning Committee: Muller reported a construction meeting will be held 1/22/2026 to receive feedback from the City on pre-application to be addressed at Operations Meeting in Feb 2026 (TBD).

Personnel Committee: Ross and Stevens to review performance of a public employee, Fire Chief Ned Vander Pol, date TBD.

Finance Committee: Nothing to report

STAFF BUSINESS

Fire Chief Report: Nothing to report

Operations Report: Nothing to report

Overtime Report:

December 2025	Dollars	Total Hours	Sick Leave Used
Full-time	\$223,083.27	2,687.50	2,135.50
Month Total	\$ 223,083.27	\$ 2,687.50	\$ 2,135.50
YTD Totals	\$ 2,693,367.24	\$ 32,930.95	\$ 24,874.10

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

- We have six off on intermittent FMLA, two off on long-term disability, and three off on short term disability.
- We have 8 potential new hires expected in early February.
 - o Five will be entering the academy beginning Feb 16th including 2 lateral medics.



- o Three will begin right away since they graduated Dec 2025. One offer letter has been sent, and the others are pending receipt of mental and physical exam results.
- Eight candidates were selected for interviews for the Training/EMS Administrative Assistant position. Interviews scheduled for February 17 and 18.
- Open mechanic position had 4 applicants and position posting just closed.

Fire Prevention Report: Fire Marshal Maloney – nothing to report (other than the monthly incident and statistical reports provided).

Finance Report: Finance Director McInnis:

- Successfully ran first in-house batch of accounts payable; kudos to Kelsey Fox, Accounting Technician, for her hard work and support for this new process.
- McInnis and Fox visited the Systems Design facility in Poulsbo to do a walk-through of their billing processes and discussed enhancements they have made since the previous on-site visit.
- Year-end Budgetary Comparison Statements will be available in your packets next month; preparation has begun on SAO annual financial reports.

Legal Counsel Report: District Attorney Noel Treat was absent from tonight's meeting.

OLD BUSINESS

None

NEW BUSINESS

Agenda Bill: Paramedic School ILA with Whatcom County

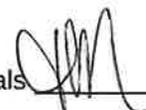
Students recommended by MFD will participate in joint EMS Paramedic training. This ILA is between Whatcom County and the MFD to reimburse the Whatcom County EMS Levy up to \$136,200 for the paramedic training program costs associated with program administration, preceptor training, evaluation fees and class supplies. The 2026 base tuition of \$45,400 per student compared to approximately \$25,000 per student in 2025.

Motion: To Approve the ILA between MFD and Whatcom County for paramedic training services in 2026
Made By: Ross
Seconded By: Stevens
Action: PASSED unanimously

Agenda Bill: Resolution 2026-001: 2026 Budget Amendment

Resolution 2026-001: 2026 Budget Amendment is necessary to ensure previously authorized fund-level appropriations are not exceeded.

1. Addition of four (4) full-time firefighters increased the 2026 full-time head count from 133 to 137 with a cumulative value of \$565,000.00
2. Cost per student at Whatcom County paramedic school is higher than initial budget with a cumulative value of \$76,450.00.



3. Aggregate budget amendment request value is \$641,450.00.

Motion: To Approve MFD Resolution 2026-001, amending the 2026 budget.

Made By: Christoffersen

Seconded By: Norton

Action: PASSED unanimously

Agenda Bill: HR Director Vacation Leave One Time Grant

Newly promoted HR director currently accrues 10 hours of vacation monthly. Due to frequent demands of the position after regular hours and the increased level of stress associated with the position, request is made to provide a one-time grant of 40 hours of vacation effective February 2026.

Motion: To Approve a one-time grant of 40 vacation hours to the Human Resources Director.

Made By: Norton

Seconded By: Christoffersen

Action: PASSED unanimously

Agenda Bill: Agreement between Life Scan and MFD

Deputy Chief Jennett Neilson presented a 3-year pilot program partnership between the Washington Fire Commissioners Association and Life Scan to provide annual NFPA 1582/1583 physicals to eligible WFCAT Trust participants.

Motion: To Approve the Agreement between Life Scan Wellness Centers and the MFD.

Made By: Christoffersen

Seconded By: James

Action: PASSED unanimously

Agenda Bill: Change to Mechanic Job Description

Currently the job description for the MFD mechanic position states a Class A CDL is required, however a Class B Commercial Driver's License is mandatory.

Motion: To Approve the change from Class A CDL to Class B CDL as a requirement for the mechanic job description and to update the job description with this change.

Made By: James

Seconded By: Norton

Action: PASSED unanimously



CALL ON BOARD

Ross – Thank you to Finance Director Chelsie McInnis, HR Director Kim Adams and HR/Finance Assistant Paula DeSanctis for their proficiency in the presented agenda bills.

James – Echoed sentiments and good efforts previously stated from Rick Ross for assembling packet materials.

Stevens – Expressed thanks and Happy New Year.

Norton – Thanked Reece Williams, new Local 3219 President, for highlighting charitable efforts such as the food drive and coat drive made by the Local 3219 and thanked our crews for their generous efforts and hard work.

Christofferson – Expressed thanks to the Local 3219 for their generous efforts during the coat drive. Complimented fire crews for their work during a recent RV fire.

Muller – Happy New Year to everyone. Operations meeting to be scheduled for February late afternoon/evening. Welcomed Reece Williams, new Local 3219 President.

EXECUTIVE SESSION

Chairperson Muller called for a 5-minute executive session at 6:43 pm for the following:

- To review the performance of a public employee Pursuant RCW42.30.110(1)(g)

We will return to open public meeting at 6:48 pm.

RECONVENE

The open public meeting was reconvened at 6:48 pm.

Motion: To Approve the separation agreement as discussed in Executive Session.
Made By: Ross
Seconded By: Muller
Action: PASSED unanimously

ADJOURNMENT

Chairperson Muller called for a motion to adjourn the January 21, 2026, regular meeting.

Motion: To adjourn the January 21, 2026, regular meeting
Made By: Stevens
Seconded By: Muller
Action: PASSED unanimously

With no further action required the January 21, 2026, regular meeting at 6:49 pm.



Ned Vander Pol
District Secretary

2/19/2026

Date approved





Fire Prevention Report

Prepared by: Thomas Maloney, Assistant Chief/Fire Marshal

January 21, 2026

- The total fire loss for 2025:
We responded to 30 fire incidents that were investigated in 2025. The total estimated property pre-fire value is over \$137 million, with an estimated fire loss of over \$2 million.
- The 2024 Keep the Wreath Green campaign finished with four red bulbs and two white bulbs.
- We continue to research other third-party reporting companies for fire systems that will interact with our current inspection program. We have met with two companies and will be moving companies prior to June. We will be with most of the fire departments within the sound which will make it better for the contractors.
- We will be hosting a fire plan review class in March at Station 62. The class is full already with over 40 registered.

2025 Inspections

FMO Annual Business Inspection by Quarter 12/31/2025			
Q1	FM62	FM63	FM64
Complete	35	97	79
Assigned	36	113	84
% Complete	97%	86%	94%
Q2			
Complete	10	37	15
Assigned	11	48	53
% Complete	91%	77%	28%
Q3			
Complete	15	1	44
Assigned	19	65	78
% Complete	79%	2%	56%
Q4			
Complete	0	2	14
Assigned	2	16	38
% Complete	0%	13%	37%

2025 Inspection Progress for R2 and E Occupancies 12-31-2025	
R2 – Multi-Family and Hotels	
Completed	170
Assigned	171
% Complete	99%
Education	
Completed	22
Assigned	24
% Complete	92%

2025 - Monthly Inspection Report

FINAL

			A Shift	B Shift	C Shift	D Shift	
			Vander Veen*	Pierce*	Hopp*	Carbary	
61	Q1	Complete	24	20	21	15	
		Total Assigned	27	23	23	17	
		% Done	89%	87%	91%	88%	
	Q2	Complete	5	23	17	16	
		Total Assigned	24	26	22	26	
		% Done	21%	88%	77%	62%	
	Skagen*						
	Q3	Complete	0	23	19	19	
		Total Assigned	23	25	34	25	
		% Done	0%	92%	56%	76%	
	Q4	Complete	10	11	2	4	
		Total Assigned	19	21	21	27	
% Done		53%	52%	10%	15%		

63

			A Shift	B Shift	C Shift	D Shift
			Neyens	Cook	Eagle*	Woolcock
Q1	Complete	0	9	13	9	
	Total Assigned	10	10	15	10	
	% Done	0%	90%	87%	90%	
Q2	Complete	10	3	16	10	
	Total Assigned	10	12	17	10	
	% Done	100%	25%	94%	100%	
???						
Q3	Complete	11	0	0	0	
	Total Assigned	19	10	12	14	
	% Done	58%	0%	0%	0%	
Q4	Complete	2	0	0	0	
	Total Assigned	8	13	12	12	
	% Done	25%	0%	0%	0%	

			A Shift	B Shift	C Shift	D Shift	
			Campbell	Burlingame*	Tucker Je	McGowan	
62	Q1	Complete	12	11	12	11	
		Total Assigned	12	11	12	13	
		% Done	100%	100%	100%	85%	
	Q2	Complete	13	12	10	14	
		Total Assigned	13	12	13	18	
		% Done	100%	100%	77%	78%	
	Hopp						
	Q3	Complete	15	12	7	11	
		Total Assigned	15	12	10	15	
		% Done	100%	100%	70%	73%	
	Q4	Complete	8	12	9	9	
		Total Assigned	9	13	18	18	
% Done		89%	92%	50%	50%		

66

			A Shift	B Shift	C Shift	D Shift
			Brooke*	Kuehn	Bailey	Williamson
Q1	Complete	11	8	11	11	
	Total Assigned	12	8	14	11	
	% Done	92%	100%	79%	100%	
K Reeves						
Q2	Complete	10	15	13	11	
	Total Assigned	12	15	15	11	
	% Done	83%	100%	87%	100%	
Q3	Complete	6	8	11	14	
	Total Assigned	15	8	14	14	
	% Done	40%	100%	79%	100%	
Q4	Complete	0	9	0	13	
	Total Assigned	10	10	9	13	
	% Done	0%	90%	0%	100%	

Q1 Summary	
A Shift	70%
B Shift	94%
C Shift	89%
D Shift	91%
Q2 Summary	
A Shift	76%
B Shift	78%
C Shift	84%
D Shift	85%
Q3 Summary	
A Shift	49%
B Shift	73%
C Shift	51%
D Shift	62%
Q4 Summary	
A Shift	42%
B Shift	59%
C Shift	15%
D Shift	41%
FINAL Overall Average	
A Shift	59%
B Shift	76%
C Shift	60%
D Shift	70%

Note: Inspections are not counted as complete until all Re-Inspections are also complete.

* denotes light duty assistance

Marysville Fire District 2025 Fire Incident Totals

Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	5	2	1	2	2	0	1	2	\$ 263,000.00	\$ 67,100.00
February	5	2	0	2	1	0	1	0	\$ 6,710,300.00	\$ 97,610.00
March	0	0	0	0	0	0	0	0	\$ -	\$ -
April	3	3	0	0	3	0	0	0	\$ 2,310,472.00	\$ 357,772.00
May	2	2	0	0	2	0	0	0	\$ 1,159,426.00	\$ 607,469.00
June	3	3	0	0	3	0	0	0	\$ 46,061,632.00	\$ 182,731.00
July	2	1	0	1	0	1	1	0	\$ 49,487,720.00	\$ 175,000.00
August	3	3	0	0	3	0	0	0	\$ 1,761,639.00	\$ 309,437.00
September	1	1	0	0	0	0	0	0	\$ 90,000.00	\$ 80,000.00
October	0	0	0	0	0	0	0	0	\$-	\$-
November	2	1	0	1	0	2	0	0	\$ 29,214,200.00	\$ 115,000.00
December	4	4	0	0	1	0	0	3	\$ 104,700.00	\$ 33,200.00
Totals	30	22	1	6	15	3	3	5	\$137,163,089.00	\$ 2,035,133.00

