

**MEETING MINUTES
MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS' MEETING
September 16, 2026 – 6 pm – MFD St. 62 / Zoom**

CALL TO ORDER

Chairperson Muller called the September 16, 2026, MFD meeting to order at 6:00 PM.

PUBLIC COMMENT

Chairperson Muller opened the floor for public comment. Reece Williams, President of Local 3219, provided a brief labor report, noting increased call volumes and unit utilization hours, and commending crews for their continued hard work. President Williams expressed appreciation to the Chiefs and administration for their recent collaborative meeting with labor regarding the Regional Integration Committee and stated that he looks forward to continued discussions focused on enhancing staffing to better support personnel.

The following were in attendance:

Board of Directors

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

Staff Members:

Ned Vander Pol, Fire Chief
Jeff Cole, Assistant Chief of Operations
Tom Maloney, Assistant Chief Fire Marshal
Jennett Nielson, Deputy Chief
Chelsie McInnis, Finance Director
Kim Adams, HR Director
Mike Davis, IT Manager
Josh Farnes, Fleet and Facilities Supervisor
Taylor Matsumura, Administrative Assistant

Guests:

Noel Treat – District Attorney (*zoom*)

Chief Vander Pol requested the following items under Executive Session be removed from this evening's agenda, as they are no longer necessary.

- A. To review the performance of a public employee Pursuant RCW 42.30.110(1)(g)
- B. To discuss with legal counsel pending litigation Pursuant RCW 42.30.110(i)

Approved Initials



Chairperson Muller requested a motion to approve the agenda for the September 16, 2026, MFD Regular Board Meeting, as amended.

Motion: To approve tonight's MFD Regular Board Meeting agenda, as amended.
Made By: Ross
Seconded By: James
Action: PASSED unanimously

MFD CONSENT AGENDA

- A. Approve minutes of the August 19, 2026, MFD Board Meeting
- B. Approve August 2026 Financial Statements
- C. Approval of September Claims and Payroll:

i. MFD Expense Fund	
Voucher Numbers – 260904001 thru 260904079	\$ 385,689.93
EFT Transaction Numbers – 2304 thru 2306	\$ 34,541.81
ii. Capital Fund	
Voucher Numbers – 260903001 thru 260903009	\$ 389,166.45
EFT Transaction Number – 2294	\$ 9,730.50
iii. Apparatus Fund	
Voucher Number – 260902001	\$ 479.26
iv. MFD Payroll (excluding benefits)	\$ 1,961,158.14

- D. Approval of September EMS Committee Account Recommendations
 - i. Refunds Check Numbers – 4563 thru 4575 \$ 3,461.37
 - ii. Charity/Bankruptcy/Small Balance \$ 2,247.00
 - iii. Collections \$ 41,299.80

Motion: To approve the MFD Consent Agenda in its entirety.
Made By: Norton
Seconded By: Stevens
Action: PASSED unanimously

INFORMATION ITEMS

Communications: Chief Vander Pol presented a letter from a community member who had witnessed MFD personnel responding to a CPR call. The letter commended the crew's exceptional teamwork, efficiency under pressure, and expressed gratitude for the diligent, life-saving work performed by personnel each day.

Approved Initials



Chief Vander Pol and Vice Chairperson Tonya Christoffersen were present at a local business when an employee reported a possible gas leak in the building. The property owner was also on scene and expressed appreciation for the diligence and efficiency of the responding crews.

COMMITTEE REPORTS

Planning Committee: The Planning Committee will meet on September 28, 2026, for a special meeting.

Personnel Committee: The Personnel Committee had a full day conducting the interview portion of the Captain's Testing Process. HR Director Kim Adams recognized Board Member Mark James and Commissioner Rick Ross for their participation in today's interviews. The Captain's Promotion List will be released soon.

Finance Committee: The Finance Committee will meet on September 29, 2026, for the 2027 preliminary budget review.

Operations Committee: Nothing to report.

STAFF BUSINESS

Fire Chief Report: Chief Vander Pol reported the following.

- Chief Vander Pol acknowledged the significant work involved in completing the Captain's Promotional Process and offered special thanks to HR Director Adams, Deputy Chief Nielson, Captains Campbell, Bailey, Huizenga, and McAuliffe, as well as EMS/Training administrative assistant Michelle Bushman.
- The Public Education and Information report noted that MFD received a \$5,000 grant from the North Region EMS & Trauma Care Council to support water safety initiatives. MFD will partner with the Parks Department and Snohomish County on related education and training efforts.
- Touch-a-Truck was successful this past Saturday, with more than 1,000 helmets distributed. The newest recruits and the Fire Prevention team were recognized for their participation. Board Member Kamille Norton inquired about helmet purchasing, and Chief Vander Pol confirmed that they are included in the annual public education supply budget.
- Chief Vander Pol expressed appreciation to Captain Campbell and his team for coordinating the Honor Guard for the 9/11 ceremony held in partnership with the City of Marysville.

Operations Report: Assistant Chief Cole shared the following.

- Assistant Chief Cole reported that onboarding for new recruits continues, with ten attending the academy and four beginning field work.

Approved Initials



- The paving and striping project at Station 61 is complete, and the improved parking lot was noted.
- Aid 63 usage continues to be monitored for efficiency.
- Station and shift assignments will begin soon, and the vacation process will be completed by October 1 per the CBA.
- The HAAS Alert system contacted 7,057 motorists last month and recorded 132 responder-to-responder notifications. An introductory video featuring Chief Cole has been released.
- Commissioner Rick Ross asked about rising overtime hours. Chief Cole attributed increases to staffing shortages and recruit training. Finance Director McInnis noted that overtime costs were lower than the previous month due to earlier retroactive pay. Chief Cole confirmed voluntary overtime is capped at 72 hours and mandatory overtime at 48 hours. Commissioner Ross asked about the cost-benefit of increasing staffing versus continued reliance on overtime, and the group discussed the balance required to maintain adequate and safe staffing levels.

Overtime Report:

August 2026	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 331,225.81	3,955.33	1,627.67
Month Total	\$ 331,225.81	\$ 3,955.33	\$ 1,627.67
YTD Totals	\$ 1,940,411.10	\$ 23,227.60	\$ 16,502.00

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

- **Leave:** Six employees are on intermittent FMLA, and one employee on light duty.
- **Testing and Onboarding:** Captain's interviews were completed today, and the promotional list will be released soon. Most of the recruits started the academy this week and the remainder will work in the field before attending the academy in February 2027.

Fire Prevention Report: The Fire Prevention report was included in the Board packets and reported one fire fatality in August. Assistant Chief Maloney had no additional comment.

Finance Report: Nothing to report.

Legal Counsel Report: Nothing to report.

Approved Initials



OLD BUSINESS

Agenda Bill: Regional Integration Committee

The draft Guiding Principles and Initial Work Plan establishes the foundational structure for the Regional Integration Committee (RIC) between Marysville Fire District and Snohomish Regional Fire and Rescue. At the previous board meeting, an amendment was requested to clarify committee membership, changing "Two Commissioners" to "Two Commissioners/Board Members." The board agreed to appoint two commissioners/board members as representatives on the RIC.

Following a review of interested board members, selections were made for participation in the RIC. Chairperson Muller called for a motion to confirm the nominations of the two commissioners/board members.

Motion:	To appoint Vice Chairperson Tonya Chrisoffersen and Board Member Mark James to serve as representatives in the Regional Integration Committee. Board member Kamille Norton and Commissioner Rick Ross will serve as alternates.
Made By:	Stevens
Seconded By:	Ross
Action:	PASSED unanimously

NEW BUSINESS

Agenda Bill: 2027 Ambulance Transport Fee Schedule

Per MFD Resolution 2021-002, ambulance transport and mileage rates will increase annually by 100% of the CPI-W (Seattle-Tacoma-Bellevue, Half 1). The CPI-W for the 2027 rate period is 4.1%. The updated fee schedule will replace all previous rates. MFD's current two-rate structure (in-district and out-of-district) places the District just below the Snohomish County average for transport fees.

After discussion, Board Member Norton requested a review of the rate structure to ensure the District is adequately covering rising costs. Finance Director McInnis will model a single-rate structure using the out-of-district billing rate and evaluate its impact, with results to be reviewed at the Finance Committee meeting on 9/29/2026. The Board will revisit the topic at the 10/21/2026 meeting. 2027 rates must be submitted to WA State OIC by November 1.

Agenda Bill: MFD Resolution 2026-004 – Second Amendment 2026 Operating Budget

A second amendment to the operating budget of the District is necessary to capture the increased costs of the recent Local 3219 Collective Bargaining Agreement ratification, increased overtime costs, and the rise in 2026 rates in labor and industries. Aggregate value of the Expense Fund budget amendment is \$1,003,545.

Expense Fund beginning balance and revenue projections for 2026 were updated, reflecting additional resources of \$929,866; therefore, the aggregate reduction to projected 2026 ending fund balance is expected to be less than \$73,679. The remaining budgeted transfer-out to the Capital Fund of \$4M will not be impacted by this amendment.

Approved Initials



Motion: To approve MFD Resolution 2026-004, amending the 2026 Operating Budget.
Made By: Ross
Seconded By: Stevens
Action: PASSED unanimously

CALL ON BOARD

ROSS: Commissioner Ross expressed gratitude to Finance Director McInnis for her skilled and diligent work on the agenda bills presented this evening. He also thanked those who organized and participated in the recent 9/11 ceremony.

JAMES: Board Member James noted the strong turnout for Touch-a-Truck and shared his excitement about the recruits heading to the academy. He also stated he looks forward to participating in the Regional Integration Committee.

STEVENS: Nothing to report.

NORTON: Board Member Norton expressed appreciation to the MFD personnel who participated in the 9/11 remembrance ceremony at City Hall.

CHRISTOFFERSEN: Commended the efforts that went into the 9/11 ceremony.

MULLER: Board Member Muller agreed that the 9/11 ceremony participants were impressive in both dress and decorum. He thanked the group for the efforts by MFD and the City of Marysville to hold the event.

ADJOURNMENT

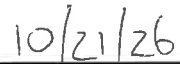
Chairperson Muller called for a motion to adjourn the September 16, 2026, regular meeting.

Motion: To adjourn the September 16, 2026, regular meeting
Made By: Ross
Seconded By: James
Action: PASSED unanimously

With no further action required the September 16, 2026, regular meeting adjourned at 6:43 PM.



Ned Vander Pol
District Secretary



Date approved

Approved Initials 