

**PRELIMINARY AGENDA
MARYSVILLE FIRE DISTRICT BOARD OF DIRECTORS
SPECIAL MEETING**

July 17, 2024, 6 pm Station 62 / Zoom

1. Call to Order MFD - Flag Salute

2. Public Comment

3. MFD Consent Agenda

A. Approve minutes of the June 12, 2024, special meeting

B. Approve June 2024 Financial Statements

C. Approval of July claims and Payroll:

i. MFD Expense Fund

Voucher Numbers – 24 -thru-24

\$

ii. Capital Fund

Voucher Numbers – 24 -thru-24

\$

iii. Apparatus Fund

Voucher Numbers – 24 -thru-24

\$

iv. MFD Payroll (excluding benefits)

\$

4. Information Items

A. Communications:

B. Committee Reports

i. EMS Committee: Approval of July EMS accounts recommendations

ii. Planning Committee:

iii. Personnel Committee:

iv. Finance Committee:

5. Staff Business

A. Fire Chief Report

E. Finance Report

B. Operations/Overtime Report

F. Legal Counsel

C. Human Resources/Personnel Report

D. Fire Prevention Report

6. Old Business

A. Lexipol Policy Adoption

7. New Business

A. **Agenda Bill** – MFD Resolution 2024-004 “Declaring Surplus and Authorizing the Sale of One 1999 Force 4 Inflatable Boat and One 1999 Calkins Boat Trailer”

8. Call on Board

9. Adjourn

To listen to the meeting without providing public comment:

THE PUBLIC IS INVITED TO ATTEND

Join Zoom Meeting

<https://us02web.zoom.us/j/83883297304?pwd=oUJ63rcpefnB4gKbJsDi7O4RcAyhJW.1>

Meeting ID: 838 8329 7304

Passcode: 102090

Special Needs

The Marysville Fire District strives to provide accessible opportunities for individuals with disabilities. Please contact the Human Resources Department, (360) 363-8510, at least five business days prior to any District meeting or event if any accommodations are needed. For TDD

The Board of Directors may add and/or take action on other items not listed on the agenda.

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The Board of Directors may take action on other items not listed on the agenda.

**MARYSVILLE FIRE DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING
June 12, 2024 – 6 pm – MFD St. 62 / Zoom**

CALL TO ORDER

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

PHOENIX AWARD

Chief Vander Pol welcomed all of tonight’s guests. Chief introduced Mike Campbell; a resident who was given a second chance at life. Mr. Campbell shared his emotional story of how two strangers, Ty and Emily, saved his life after he had a heart attack and collapsed on the gym floor. Chief Vander Pol presented Ty and Emily with a Pheonix Award for their heroic lifesaving efforts.

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

Staff Members:

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

Guests:

MFD CONSENT AGENDA

- A. Excuse Commissioner Christoffersen from tonight’s meeting
- B. Approve minutes of the May 15, 2024, regular meeting
- C. Approve May 2024 Financial Statements
- D. Approval of June Claims and Payroll:
 - i. MFD Expense Fund
Voucher Numbers 240603001-thru-240603204 \$ 436,400.02
 - ii. Apparatus Fund
Voucher Numbers 240601001-thru-240601002 \$ 846,498.21
 - iii. Capital Fund
Voucher Numbers 240602001-thru-240602002 \$ 8,397.49
 - iv. MFD Payroll (excluding benefits) \$1,623,650.10

Motion: To approve the MFD Consent Agenda
Made By: Norton
Seconded By: King

Action: PASSED unanimously

INFORMATION ITEMS

Communications: Chief Vander Pol shared an email received from Jarod Dibble, the Emergency Management Program Manager, thanking the district for all the support while hosting a class at Station 62. Chief stated he will forward the email to all Board members.

COMMITTEE REPORTS

EMS Committee: Approval of June EMS account recommendations.

Month	Charity	Collections	Bankruptcy	Refunds
June	4,452.61	23,850.62	0.00	1,292.56

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

Planning Committee: Has not met.

Personnel Committee: Human Resource Director Edin reported that we currently have five firefighter/ EMT candidates in background and looking at an August start date.

Finance Committee: Finance Director McInnis reported the Committee has not met. We will schedule a time to meet in late July or early August to begin the regular levy discussions as well as go over the second quarter trends.

STAFF BUSINESS

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

- We have had positive feedback from the culture presentations thus far. We have two more shifts then additional follow-up presentations for individuals who were unable to attend.
- We had an informal badge pinning for our new Deputy Fire Marshal, Patrick Ryan. A formal badge pinning will follow at a later date.
- Basil Bailey, Brian Merkley, and Patrick Woolcock graduated from the Seattle Fire Department Executive Leadership Academy.
- At our weekly Thursday Station 63 meeting we discussed the friendly condemnation process for the property. Once we have a design we can move forward.
- Working on a claim of \$3,600 for damages to a door due to forced entry.

Operations Report: Chief Cole reported on the following:

- We continue to see a drop in our call volume.
- We have five members who just completed the rescue swimmer certification, swift water certification, and boat operations.
- Two attended and completed the month-long Snohomish County Technical Rescue Technician Class.
- Four completed a three-week mini academy. They will do some shadow shift before attending the academy in September.
- We had a water rescue on the Eby Slough and an intentional multi-family dwelling fire.
- The schedule is all set for the upcoming Strawberry Festival.

Overtime Report:

May 2024	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 280,507.55	3,795.60	2,052.11
Month Total	\$ 280,507.55	\$ 3,795.60	\$ 2,052.11
YTD Totals	\$ 1,248,606.91	\$ 16,394.08	\$ 10,289.61

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

- We have nine employees out on intermittent FMLA, three on short term disability, no long term-disability, and one on light duty.

Fire Prevention Report: Assistant Chief Maloney stated he had nothing more than what was included in the board packets.

Finance Report: Finance Director McInnis reported the following:

- Successful completion of the Washington State Department of Retirement Systems audit, no issues identified.

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

OLD BUSINESS

None

NEW BUSINESS

None

CALL ON BOARD

King – Enjoyed the badge pinning ceremony at the Opera House. Thanked Chief Vander Pol for his presence at community events.

Norton – Great job on the badge ceremony. Thanked finance for another great audit. Really enjoyed tonight’s Pheonix Award presentation.

Muller – Apologized for missing the badge pinning ceremony. Thanked Chief for the Phoenix Award presentation. Exciting to see things coming to fruition.

EXECUTIVE SESSION

Chairperson Muller called for a ten-minute executive session at 6:50 pm to review the performance of a public employee Pursuant RCW 42.30.110(1)(g) to return at 7pm with action to follow.

Chairperson Muller called for a five-minute extension at 7 pm to return at 7:05 pm.

RECONVENE

The open public meeting reconvened at 7:05 pm.

Chairperson Muller called for a motion as discussed in executive.

Motion: To authorize Chief to sign the separation agreement with Spring Petta as discussed in executive session.
Made By: Norton
Seconded By: King
Action: PASSED unanimously

ADJOURNMENT

Chairperson Muller called for a motion to adjourn the June 12, 2024, special meeting.

Motion: To adjourn the June 12, 2024, special meeting
Made By: Norton
Seconded By: King
Action: PASSED unanimously

With no further action required the June 12, 2024, special meeting at 7:08 pm.

Ned Vander Pol
District Secretary

Date approved



Fire Prevention Report

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

- The total fire loss for 2024:
We responded to 11 fire incidents that were investigated to date in 2024. The total estimated property pre-fire value is over \$9.8 million, with an estimated fire loss of over \$2.4 million.
- I apologize for missing the meeting as I am out of town.
- I have attached the annual fireworks report. We continue to see a down trend in incidents within our response area.
- We will be partnering with Emergency Management next August 10, to help with a CERT event. Our booth will be going over EMS and fire extinguisher use.
- The fall CERT class will start on September 17 and end October 10. All of the sessions will be at Station 62.
- National Night Out will be on August 6 hosted by Marysville Police starting at 6pm.
- We recently updated our inspection platform as required by the provider (Streamline).
- Our Facebook audience is 7,156 followers increase of over 200 last month. Our Twitter audience is at 3,265 followers. We have 597 followers on Instagram (new account). We currently reach 22,831 households on Nextdoor.

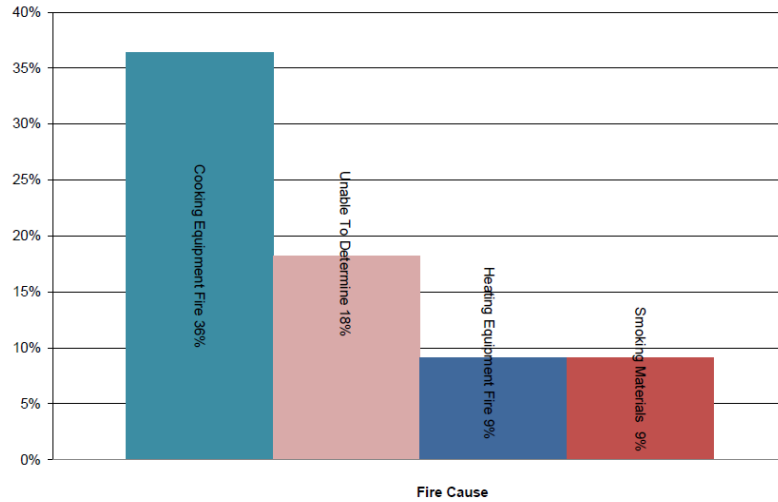
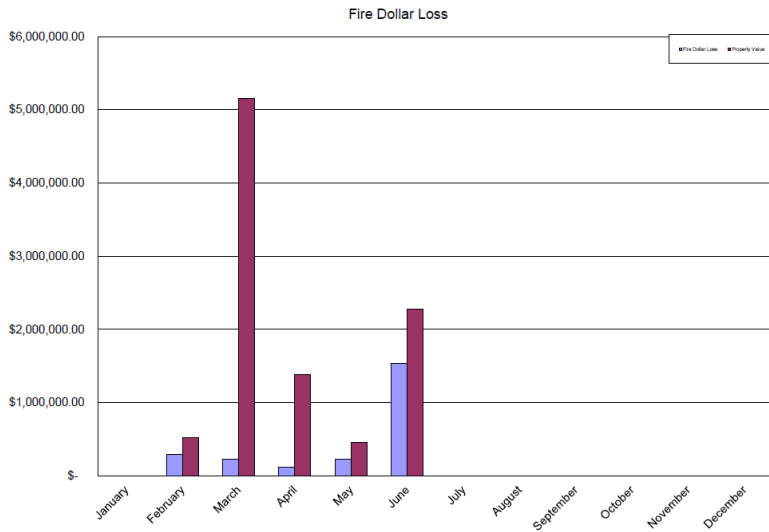
Estimated Number of Public Education Attendees

Program	Last Month	2024
Preschool Program	0	174
Elementary Age (K-5)	0	263
Middle/High School	0	40
Station Tours	0	90
Smoke Alarm Installations	0	0
Youth Fire-Setter Interventions	0	0
Helmet Fittings	0	150
Public Events	0	1,625
Car Seat Installs	0	0
Older Adult Fire/Fall Prevention	0	45
Fire Extinguisher Training	0	0

Marysville Fire District 2024 Fire Incident Totals

Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	0	0	0	0	0	0	0	0	\$0	\$0
February	1	1	0	0	1	0	0	0	\$ 527,394.00	\$ 294,374.00
March	3	3	0	0	2	1	0	0	\$ 5,158,831.00	\$ 224,179.00
April	3	3	0	0	2	1	0	0	\$ 1,387,658.00	\$ 121,261.00
May	1	1	0	0	1	0	0	0	\$ 457,135.00	\$ 228,569.00
June	3	1	1	1	3	0	0	0	\$ 2,280,254.00	\$ 1,538,853.00
July										
August										
September										
October										
November										
December										
Totals	11	9	1	1	9	2	0	0	\$ 9,811,272.00	\$ 2,407,236.00

Marysville Fire District Fire Causes Ending June 30, 2024



2024 Fireworks Totals

Number	Date	Incident Number	Address	Disposition	Jurisdiction
1	06/18/24	6923	2812 Ed Williams Road	House explosion/fire with injury	District
2	06/28/24	7293	2604 164TH ST NE	Bomb	District
3	07/01/24	7419	12100 BLK I5N NB	Explosion	District
4	07/01/24	7435	6806 19TH AVE NE	Firework	District
5	07/02/24	7466	3733 116TH ST NE	Firework	City
6	07/03/24	7518	17224 E Lake Goodwin RD	Firework- vegetation fire	District
7	07/04/24	7566	1404 1ST ST	Firework	City
8	07/04/24	7568	1404 1ST ST	Firework	City
9	07/04/24	7549	8833 8TH ST SE	Firework	District
10	07/04/24	7565	10100 BLK 27TH AVE NE	Subjects throwing mortars	Village
11	07/04/24	7569	3019 73RD DR NE	Firework - vegetation caught fire	District
12	7/6/2024	7643	9706 55TH AVE NE	Grass fire	City
13	7/6/2024	4665	6428 100TH PL NE	Fence on fire	City
14	7/6/2024	7666	10515 48TH DR NE	Firework nothing found	City
	Fatality				

Marysville Fire District

Fireworks Totals 2009 - 2024

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Totals
City	27	13	13	13	15	9	29	9	8	0	0	0	0	4	3	6	149
District	0	3	0	6	1	2	11	2	4	0	1	0	0	0	2	7	39
Village					0	1	2	4	1	4	0	0	1	2	5	1	21

Fireworks Injury/Fatality Totals 2009 - 2022

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Totals
City	0	0	0	0	1	1	2	2	0	0	1	1	0	0	1	0	9
District	0	1	0	3	0	2	1	0	0	0	0	0	0	0	0	1	8
Village					0	1	2	3	1	2	1	0	1	1	1		13



**MARYSVILLE
FIRE DISTRICT
Incident Report
June - 2024**

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MARYSVILLE FIRE DISTRICT

Regional Fire Authority

June 2024

NOTES ON DATA VALIDATION

The data upon which the department relies for this report comes from the Department's records management system (RMS), its electronic patient care reports (ePCR) and the computer aided dispatch system (CAD) operated by a County joint powers entity.

For purposes of trending response times over time, response times of less than 15 seconds and response times above 17 minutes were not included in the response time analyses. The 17-minute threshold was established as the upper limit of a normal response under emergency response conditions for a first unit at-scene. Subsequent units may have higher upper thresholds.

1. Annual View Monthly Incident Count vs Previous Year

Last 24 months

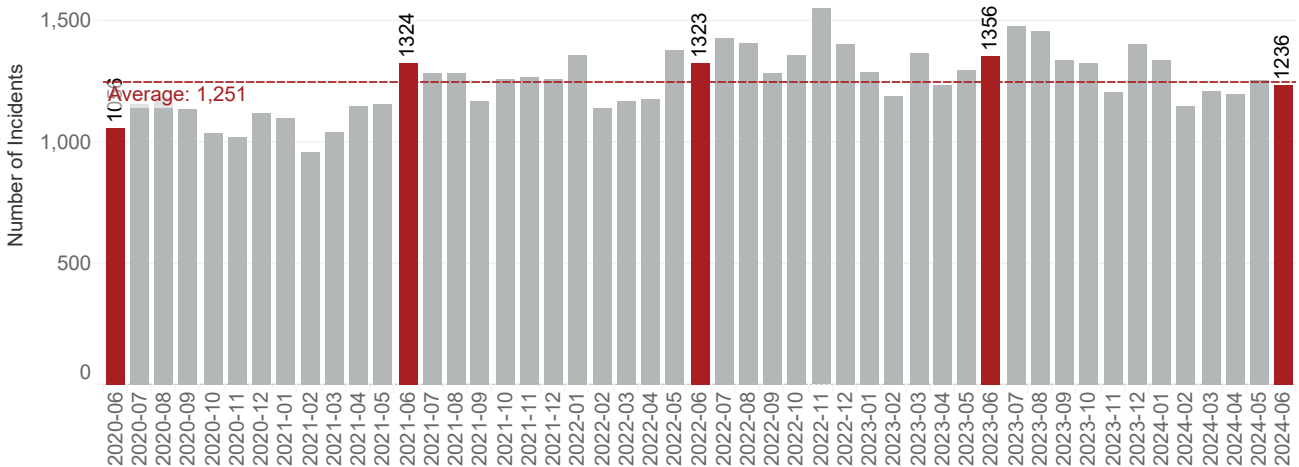
Total Incidents Involving Marysville Fire

Month	Most recent 12 months	Month	Previous 12 months	% Variance
July 2023	1,477	July 2022	1,432	3.1%
August 2023	1,459	August 2022	1,407	3.7%
September 2023	1,339	September 2022	1,281	4.5%
October 2023	1,325	October 2022	1,363	-2.8%
November 2023	1,202	November 2022	1,550	-22.4%
December 2023	1,404	December 2022	1,403	0.1%
January 2024	1,336	January 2023	1,289	3.6%
February 2024	1,146	February 2023	1,189	-3.6%
March 2024	1,213	March 2023	1,366	-11.1%
April 2024	1,196	April 2023	1,237	-3.3%
May 2024	1,258	May 2023	1,298	-3.1%
June 2024	1,236	June 2023	1,298	-100.0%
Total	15,591	Total	16,171	-3.6%

2. Count of Incidents by Month

Last 48 months + Current Month

Total Incidents Involving Marysville Fire



3. Annual View Monthly Incident Count vs Previous Year

Last 24 months

In-District and Outgoing Aid Incidents

In-District Incidents

Month	Most recent 12 months	Month	Previous 12 months	% Variance
April 2024	1,102	July 2022	1,230	8.0%
August 2023	1,333	August 2022	1,219	9.4%
December 2023	1,288	September 2022	1,128	7.4%
February 2024	1,051	October 2022	1,220	0.2%
January 2024	1,223	November 2022	1,357	-18.7%
July 2023	1,329	December 2022	1,234	4.4%
June 2024	1,138	January 2023	1,135	7.8%
March 2024	1,110	February 2023	1,086	-3.2%
May 2024	1,161	March 2023	1,260	-11.9%
November 2023	1,103	April 2023	1,152	-4.3%
October 2023	1,222	May 2023	1,199	-3.2%
September 2023	1,211	June 2023	1,243	-8.4%
Total	14,271	Total	14,463	-1.3%

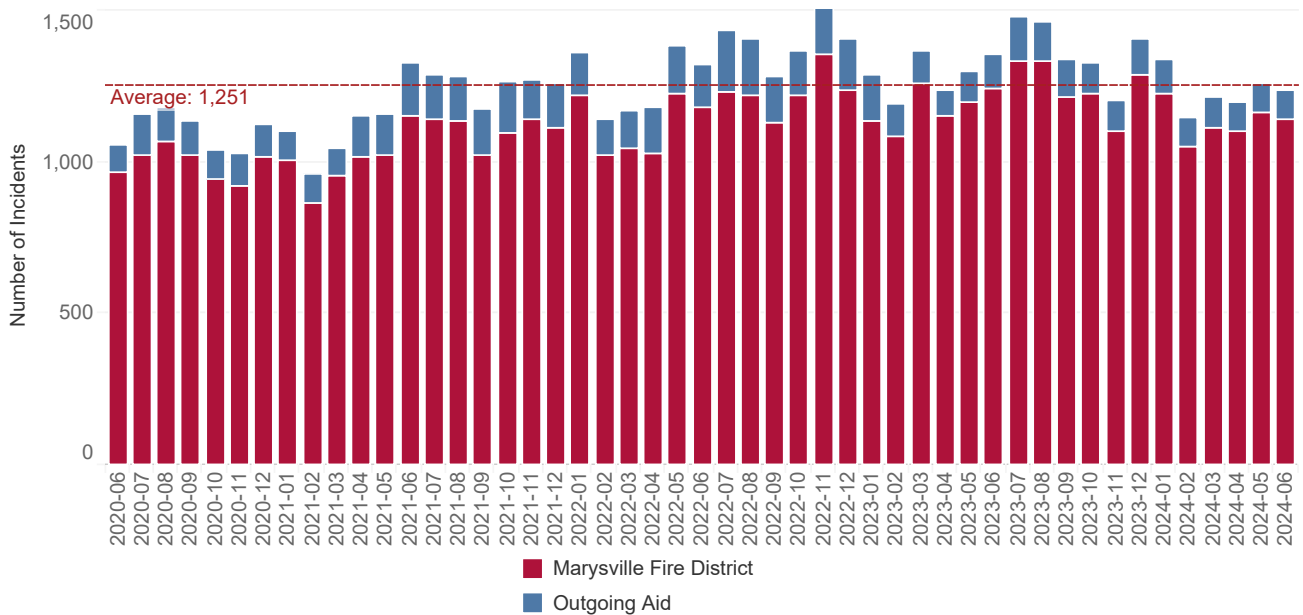
Outgoing Aid Incidents

Month	Most recent 12 months	Month	Previous 12 months	% Variance
July 2023	148	July 2022	202	-26.7%
August 2023	126	August 2022	188	-33.0%
September 2023	128	September 2022	153	-16.3%
October 2023	103	October 2022	143	-28.0%
November 2023	99	November 2022	193	-48.7%
December 2023	116	December 2022	169	-31.4%
January 2024	113	January 2023	154	-26.6%
February 2024	95	February 2023	103	-7.8%
March 2024	103	March 2023	106	-2.8%
April 2024	94	April 2023	85	10.6%
May 2024	97	May 2023	99	-2.0%
June 2024	98	June 2023	113	-13.3%
Total	1,320	Total	1,708	-22.7%

4. Count of Incidents by Month

Last 48 months + Current Month

In-District and Outgoing Aid Incidents



5. Incident Count and Response Times By Category Type -- Emergency Priority
June 2024 (First Units, Urgent)

Call Group	COUNT([committed...]	% of Total Count of committed along Ta..	Avg. Avg. Response	PERCENTILE([Avg. Response],0.9)
Alarm	1	0.25%		
Fire -- Other	31	7.87%	00:07:16	00:10:05
Fire -- Structure	11	2.79%	00:07:20	00:09:44
Fire -- Vegetation	1	0.25%	00:04:49	00:04:49
Hazmat	7	1.78%	00:10:26	00:15:13
Medical	333	84.52%	00:07:26	00:10:55
Other	4	1.02%	00:06:59	00:07:56
Service	2	0.51%	00:09:40	00:10:46
Vehicle Accident	4	1.02%	00:11:32	00:11:32
Total	394	100.00%	00:07:27	00:10:56

6. Incident Count and Response Times By Station -- Emergency Priority
June 2024 (First Units, Urgent)

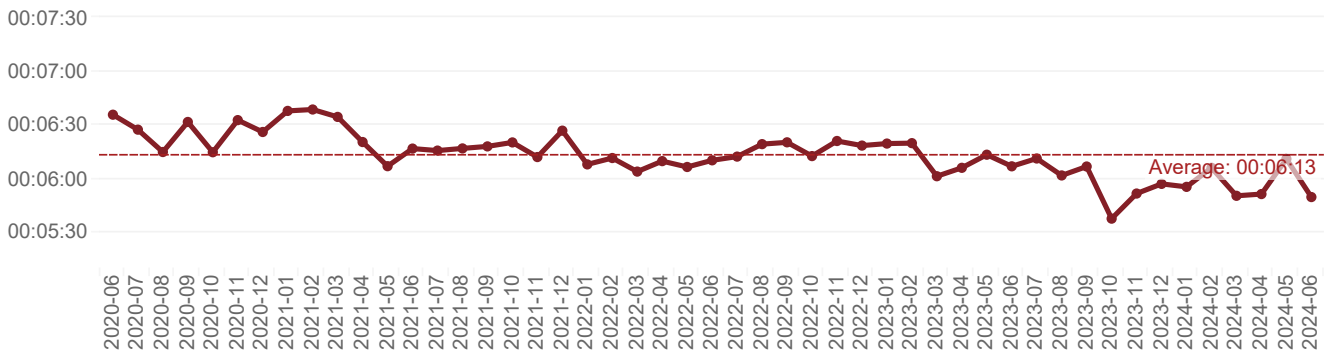
station_area	COUNT([committed...]	% of Total Count of committed along Ta..	Avg. Avg. Response	PERCENTILE([Avg. Response],0.9)
STA 61	131	36.39%	00:06:06	00:08:39
STA 62	81	22.50%	00:07:36	00:10:21
STA 63	73	20.28%	00:07:38	00:09:56
STA 65	27	7.50%	00:11:41	00:15:32
STA 66	48	13.33%	00:08:19	00:09:56
Total	360	100.00%	00:07:24	00:10:54

7. Incident Count By Unit -- Emergency Priority
June 2024

unit_id	COUNT([committed])*1	% of Total Count of committed along Tabl..
A61	62	6.77%
A62	66	7.21%
A62A	1	0.11%
A65	29	3.17%
A66	47	5.13%
E61	126	13.76%
E63	81	8.84%
E65	28	3.06%
E66	47	5.13%
L62	112	12.23%
M61	197	21.51%
M63	120	13.10%
Total	916	100.00%

8. Response Time by Month -- Emergency Priority
Last 48 months + Current Month

Incidents in the District and to which District units responded



9. Mutual and Auto Aid Summary
June 2024

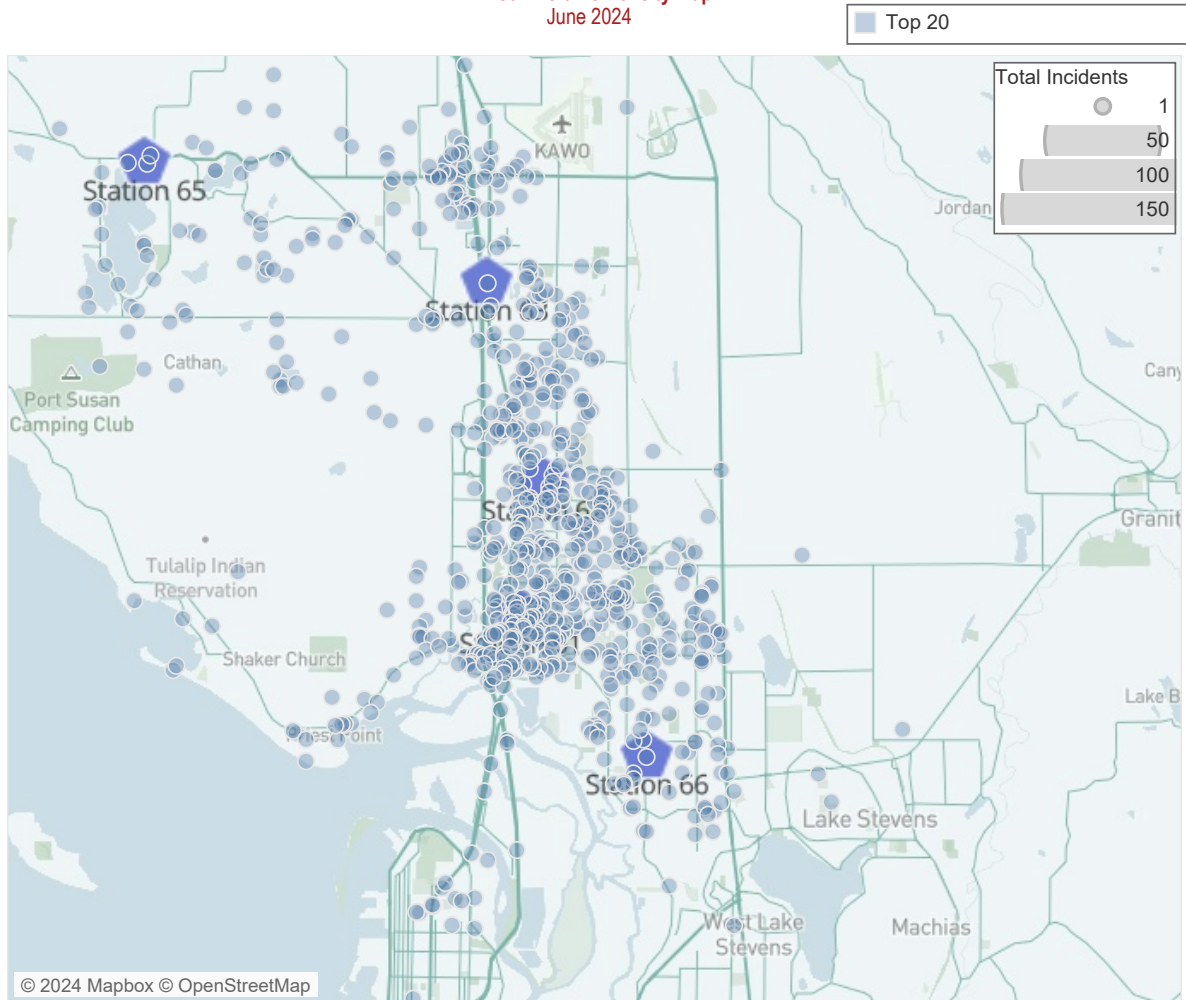
	Total number of hours	Count of Unit Commitments
Units Sent to Other Jurisdictions:	25:29:03	94
Units Received from Other Jurisdictions:	152:53:58	212

10. Ambulance Transport Summary
June 2024

	Count of committed	% of Total COUNT([committed])*100%
MFD Aid Units Dispatched on EMS Related Calls	773	68%
MFD Medic Units Dispatched on EMS Related Calls	366	32%
MFD Transport Units Dispatched on EMS Related Calls	1,139	100%
MFD Aid Units Arrived at Scene on EMS Related Calls	678	71%
MFD Medic Units Arrived at Scene on EMS Related Calls	279	29%
MFD Transport Units Arrived at Scene on EMS Related Calls	957	100%
MFD Aid Units Transported Patients	386	84%
MFD Medic Units Transported Patients	74	16%
MFD Transport Units Transported Patients	460	100%
	COUNT([travel])/COUNT([transport_...])	COUNT([transport_...])/COUNT([transport_...])
Aid Unit	88%	57%
Medic Unit	76%	27%
Total	84%	48%

	Count of Committed (secs) (TOTAL)	Count of transport_committed
Units Sent to Other Jurisdictions:	55	4
Units Received from Other Jurisdictions:	58	17

11. Call Volume Density Map
June 2024



12. Top 20 Incident Locations
Year To Date - 2024

	# of Incidents	# of Responses
8923 SOPER HILL RD	140	249
2901 174TH ST NE	133	266
4420 76TH ST NE	121	208
5925 47TH AVE NE	85	173
9802 48TH DR NE	82	151
5800 64TH ST NE	82	150
2203 172ND ST NE	72	148
9912 48TH DR NE	67	111
11424 36TH DR NE	62	106
11015 STATE AVE	60	105
601 DELTA AVE	53	83
3955 156TH ST NE	53	128
12115 STATE AVE	52	99
1821 GROVE ST	51	109
16600 25TH AVE NE	51	110
5900 64TH ST NE	43	77
4300 88TH ST NE	43	98
1216 GROVE ST	43	75
6110 64TH ST NE	39	82
18111 25TH AVE NE	39	77
Grand Total	1,371	2,605

MARYSVILLE FIRE DISTRICT

Regional Fire Authority

AGENDA BILL

BOARD MEETING DATE: July 17, 2024

AGENDA ITEM: Resolution # 2024-004: Surplus and Sale of Two Assets	AGENDA SECTION: New Business
PREPARED BY: Joshua Farnes, Fleet and Facilities Supervisor	
ATTACHMENTS: Resolution # 2024-004: Declaring Surplus and Authorizing the Sale of One 1999 Force 4 Inflatable Boat and One 1999 Calkins Boat Trailer	
BUDGET CODE: N/A	AMOUNT: N/A
SUMMARY: With the recent acquisition of new water rescue craft, the Marysville Fire District no longer has a need for the following capitol assets: 1999 Force 4 Inflatable Boat HIN XF020610C898 1999 Calkins Boat Trailer VIN 1CXBT1410XS903372 This agenda bill is to request the adoption of the resolution necessary to authorize the surplus and sale of the above listed assets.	

RECOMMENDED ACTION:

Motion to approve Resolution # 2024-004, declaring surplus and authorizing the sale of one 1999 Force 4 Inflatable boat and one 1999 Calkins boat trailer.

**ARYSVILLE FIRE DISTRICT
RESOLUTION 2024-004**

**DECLARING SURPLUS AND AUTHORIZING THE SALE OF
ONE 1999 FORCE 4 INFLATABLE BOAT
ONE 1999 CALKINS BOAT TRAILER**

WHEREAS, Marysville Fire District owns a 1999 Calkins Boat Trailer VIN 1CXBT1410XS903372, and a 1999 Force 4 inflatable boat HIN XF020610C898, herein after known as “Vehicles”; and

WHEREAS, Marysville Fire District no longer has a need for the Vehicles; and

WHEREAS, Marysville Fire District Policy 6035 outlines the process for declaration of and subsequent disposal of capital assets as defined in Policy 6097, and

WHEREAS, Washington State Law dictates that a fair market value must be obtained for surplus equipment.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Marysville Fire District hereby adopt the following:

1. Marysville Fire District declares the Vehicles to be surplus to the District’s needs.
2. The Board of Directors directs staff to sell the Vehicles, in accordance with Marysville Fire District Policies 6035 and 6097, for the best available price or to otherwise dispose of the Vehicle in the most cost effective manner.

ADOPTED at the regular meeting of the Board of Directors of Marysville Fire District this 17th day of July 2024.

Chairperson

ATTEST:

District Secretary