



**REGIONAL FIRE AUTHORITY
PLANNING COMMITTEE
January 22, 2015**

Present: Jay Covington, Chief Admin Officer
Ed Prince (Chair), Renton City Council
Armondo Pavone, Renton City Council
Mark Chubb, Chief KCFD #20
Iwen Wang, FIT Administrator
Linda Sartnurak, KCFD #40

Mark Peterson, Fire Chief
Chad Michael, Deputy Fire Chief
Kerry Abercrombie, KCFD #25
Ray Barilleaux, KCFD #25
FF Brett Bigger, Local 864
Julie Bray, KCFD #25 District Liaison

Approval of Previous Minutes – There was no motion made.

1. King County Fire District #40 Representation – Chief Peterson asked to allow a non-voting representative from Fire District #40 to attend the Planning Committee meetings. There were no objections from the Committee. Commissioner Linda Sartnurak was introduced and welcomed into the meeting.

2. Question and Answer Session on RFA Governance Board –

- Chief Peterson shared that the topic of Governance for the proposed RFA needed to be discussed, and asked both the Fire Commissioners present and the Council members present what their thoughts were about governance of the proposed RFA. After some brief consideration, Council Chair Prince asked Chief Peterson if staff had any proposed recommendations. Chief Peterson responded by sharing that some contemplation may need to be given to how the population of King County Fire District #25 might change during the first six years of the RFA. As a starting point, the Planning Committee could consider using a model that could be adjusted based on the population of King County Fire District #25. Chief Peterson shared that the District could enter into the RFA holding three of the six RFA Governance Board voting positions. If the population of King County Fire District #25 remained at 5% or more of the total RFA population, the District would retain 3 voting positions. If the District's population is between 3% and 5%, the number of RFA Governance voting positions assigned to King County Fire District #25 would be reduced to two. If the District's total population is between 1% and 3% the District's governance positions would be reduced to one. If the District's total population decreased to less than 1%, King County Fire District #25 would have one non-voting member on the governance board.
- Commissioner Barilleaux was concerned that if the voting members of District #25 went down to one and the City still maintained three, then the citizens of Fire District#25 would not be fairly represented.

- Chief Peterson shared that the group may want to give some consideration to how future annexations may impact the total number of citizens residing within King County Fire District #25.
- Chief Chubb remarked that he has served as a consultant for several agencies that were in the process of forming RFAs. According to Chief Chubb, the Revised Code of Washington (RCW) does not specify a set number of governing board members; the numbers vary widely with each RFA. There is no statutory prohibition against having any number of voting members; most RFAs try to cap the number at nine.
- Chief Peterson asked the rest of the Committee members what their feelings are regarding the size of the Governance Board. FF Bigger felt that if the District exists, then it should have representation.
- Chief Chubb additionally shared that it would be a good idea to give some consideration to how the RFA governance would be handled in the event other departments want to join the RFA after the RFA is created.
- Jay Covington was concerned that the topic of governance might become an issue for the voting public. Mr. Covington encouraged the Committee to put it out on the table and deal with the issue up front. Chief Peterson requested that the Committee think about a creative solution and bring it to the next meeting.
- Commissioner Barilleaux was concerned about what District #25 is bringing to the table and what the City will bring. His main concern is the District's contingency (reserve) fund and how it compares to any other entities that would be part of the Regional Fire Authority (RFA).
- Commissioner Barilleaux also asked how District #25's three retirees would be taken care of. The District took out a policy for long-term care many years ago at a reduced premium. Iwen informed him that she had contacted the insurance company and the policy is assignable. She further added that the City's LEOFF Board would have the authority for the LEOFF I retirees. It would be against State law not to cover the three retirees.
- Councilman Prince requested that the timing for inviting other entities be put on the next agenda.

3. Question and Answer Session on the Proposed RFA Organizational Structure -

- If the RFA is created, they will need to contract with the City until the RFA can operate independently. Some of the first people that need to be hired immediately are:
 - Legal Counsel
 - Communications
 - Human Resources Department
 - Accounts Payable/Receivable/Payroll
 - Information Technology – contract for 3 years
 - Fleet Maintenance – contract for 3 years
 - Headquarters will either have to move or lease space at City Hall
 - Plans Review & Inspections will need to stay with the City to maintain consistency

Chief Peterson recommended approval of the proposed Organizational Structure. The Committee approved the proposal.

4. Citizen's Advisory Committee -

- Deputy Chief Michael reported on the first meeting that was held on January 15th. Eleven out of the twelve members attended. At the meeting, the history of the department was laid out and the organizational structure was touched on. He distributed an updated Charter and the City and District maps. Jay wanted to make sure they understand the challenges and functions of the Fire Service. The feedback was positive; however, there were very few questions asked. The next meeting is scheduled for February 25th.

5. Future Meeting Dates and Times – The next Committee meeting is scheduled for March 5th, 2015 at 2:00 pm in the Conferencing Center at City Hall.

Meeting adjourned at 2:45 pm.

Recorded by:

Julie Bray, District #25 Liaison