



## REGIONAL FIRE AUTHORITY PLANNING COMMITTEE May 31, 2016

**Present:** Ed Prince (Chair), Renton City Council  
Armondo Pavone, Renton City Council  
Don Persson, Renton City Council  
Ray Barilleaux, KCFD #25  
Kerry Abercrombie, KCFD #25  
Myron Meikle, KCFD #25  
Linda Sartnurak, KCFD #40  
Brian Snure, RFA Attorney  
Mark Peterson, Fire Chief  
Chad Michael, Deputy Fire Chief

Will Aho, Lieutenant  
Gary Harsh, Lieutenant  
Steve Winter, Local 864 President  
Brett Bigger, Local 864 Vice President  
Anjela St. John, Fire Marshal  
Eric Donnerstag, Fire Inspector  
Jay Covington, Chief Admin Officer  
Iwen Wang, FIT Administrator  
Tracy Schuld, Senior Finance Analyst  
Rhonda Heyden, Admin Secretary

1. **Call to Order:** Councilmember Prince called the committee meeting to order at 11:00 a.m.
2. **Approval of Previous Minutes:** A **MOTION** was made by Councilmember Pavone to approve the minutes of the Planning Committee Meeting on May 19, 2016; **SECONDED** by Commissioner Abercrombie. **MOTION CARRIED (6-0).**

3. **Leave Balance/Seniority Carry Over:**

Pursuant to RCW 52.26.100, all employee leave balances and seniority will carry over from the City to the RFA.

4. **Local 2170 30 Day Notice for Layoff & Letter of Intent to Hire:**

Layoff notices from the City of Renton and Intent to Hire letters from the Renton Regional Fire Authority were mailed to employees.

5. **Social Security:**

Currently, PERS employees pay Social Security, while LEOFF employees do not. The best option at this point is for the Governing Board to pass a resolution July 1, enrolling PERS employees into Social Security with the RFA.

6. **Insurance Update:**

All medical enrollment forms have been submitted and open enrollment has now ended. Recommendations for VEBA accounts, Life and Long Term Disability, and Property & Liability insurance will be brought to the Planning Committee during the meeting on June 15<sup>th</sup>.

7. **Interlocal Agreement (ILA):**

Attorney Snure has drafted a proposal and sent it to the City Attorney and is awaiting a response.

Additional Items Discussed:

- Employee On-Boarding: Each employee will fill out a variety of enrollment forms (W-4, DRS, payroll deductions, direct deposits, etc.) due to the RFA being a new entity.
- RFA Finance and HR Manager Positions: Postings have closed. Interviews are scheduled for June 13 and 14 for RFA Finance Manager and June 16 for RFA HR Manager. Councilmember Persson will represent the Planning Committee for the interviews.
- Councilmembers Prince, Pavone, and Persson were officially appointed by City Council on May 23 to serve on the RFA Governing Board.
- Fire Station 15: Work has begun; completion by the 4<sup>th</sup> quarter of 2018.
- Deferred Comp Plan: Employees will remain with TIA-CREFF.
- Employee Assistance Plan: An agreement will be brought to the Governing Board on July 1<sup>st</sup>.
- Lease Agreements: The City Attorney is currently working on these.
- Fire Chief Employment Contract: Councilmember Prince will work with Chief Peterson regarding his contract.

Meeting adjourned at 11:23 a.m. The next meeting will be June 15, 2016 at 10:00 a.m. in the Fire Station #13 Conference Room.

Recorded by:

Rhonda Heyden, Administrative Secretary I