



Renton Regional Fire Authority
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MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, January 9, 2017

Fire Station #13 – 18002 108th Ave. S.E., Renton

CALL TO ORDER AND FLAG SALUTE

Governance Board Chair Prince called the Regular Meeting to order at 10:10 a.m. and led the Pledge of Allegiance.

ROLL CALL

Governance Board Members Present:

Ed Prince, Chair (City of Renton)
Kerry Abercrombie (Fire District 25)
Ray Barilleaux (Fire District 25)
Don Persson (City of Renton)
Myron Meikle (Fire District 25)
Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

Governance Board Member Absent:

Armondo Pavone (City of Renton)

MOVED BY ABERCROMBIE, SECONDED BY BARILLEAUX, BOARD EXCUSED ABSENT BOARD MEMBER PAVONE.

Administrative Staff Present:

Attorney Brian Snure, Chief Rick Marshall, Deputy Chiefs Roy Gunsolus and Chad Michael, Director of Administration Samantha Babich, Captains Will Aho, Chuck DeSmith and Jeff Vollandt, Lieutenant Gary Harsh, Firefighters Ryan Simonds, Bryan Estibal, and Gregory LeBlanc, Fire Marshal Anjela St. John, Fire Inspector Eric Donnerstag, Senior Finance Analyst Jennifer Zhou, RFA Board Secretary Rhonda Heyden.

AGENDA MODIFICATIONS

There were not any agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

There were not any announcements, proclamations, or presentations.

PUBLIC COMMENT

There were not any public comments.

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CONSENT AGENDA

Approval of Minutes and Approval of Vouchers:

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Meikle to approve the consent agenda which included the following:

- Approval of Minutes from the December 12, 2016 Regular Meeting
- Approval of Vouchers: AP Check Register 12/1 - 12/15/16, Payroll 11/15 – 11/30/16
- Approval of Vouchers: AP Check Register 12/16 - 12/31/16 (including approval of Hazmat Vehicle Purchase), Payroll 12/1 – 12/15/16

MOTION CARRIED (5-0)

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for January 9, 2017.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

BOARD MEMBER REPORTS

There were no Board Member reports.

CHIEF'S REPORT

Chief Marshall's report included the following:

- **New Firefighters:** The four newest firefighters started the fire academy on January 9th. Graduation for the four recruits that are completing the academy is January 12, 2017. They will be going on line the week of January 16th.
- **Senior Finance Analyst:** Senior Finance Analyst, Jennifer Zhou was introduced to the Board. She started on January 2, 2017.
- **New Vehicles:** As a part of the vehicle replacement schedule that was established previously with the City of Renton, the Haz-Mat response vehicle and Command Vehicle have been purchased.
- **Website Design:** Content has been updated, including a new section regarding the Benefit Charge. Further website layout and redesign continues.
- **Benefit Charge:** The Benefit Charge has been set and notices are being printed and sent out the week of January 9, 2017. The Access system has been installed and tested and is operating well. Administrative staff has been trained to handle appeals and general questions.
- **Fires Involving Vulnerable Populations:** Crews have responded to a growing number of fires involving transient/homeless people—probably a result of the cold temperatures. These fires have occurred in vacant land and vacant structures. Three fires have occurred in the vacant multi-family structures involved in the Sunset Re-development in the last two months. Demolition has been delayed as a result of some HUD processes, but the City now believes these structures should be cleared by the end of February.
- **Healthy Heart Program:** The program has expanded this year to address other areas within the community.
- **Energy Transmission Site Tour:** Scheduling is occurring for the Mayor and Governing Board to visit the major energy transmission facilities in Renton. These include Williams

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Gas pipeline, PSE propane mixing and metering facility, Phillips 66 fuel storage facility, and Olympic pipeline.

- RRFA 2017 Calendar: Chief Marshall recommended switching to one meeting per month following the benefit charge hearings.

DEPARTMENT REPORTS

Chaplain Program: Deputy Chief Michael spoke about the work that Chaplain David Fesyuk does and shared a letter that Chaplain Fesyuk received regarding the care he provided to a family following a tragic incident. Chief Michael acknowledged Chaplain Fesyuk's work and stated that the department is grateful for him.

Strategic Plan: Deputy Chief Michael explained that a strategic plan would create a road map for the organization, ensure resources (time and money) are used as effectively as possible, produce an opportunity to unify management, employees and external stakeholders, and make sure community interests and concerns are met. The Seattle Fire Department Strategic Plan was given to the Board as an example.

CORRESPONDENCE

- Letter of appreciation to Captain Mark Seaver from the FAA acknowledging the support given for the Cascadia Rising Earthquake drill.

UNFINISHED BUSINESS

There was not any unfinished business.

NEW BUSINESS

Reappointment of Civil Service Commissioners:

Pursuant to the Renton RFA Plan and Exhibit 5 of the Renton RFA's Interlocal Agreement with the City of Renton, the Governing Board is required to formally appoint the City Civil Service Commissioners as the RFA Civil Service Commissioners. Mr. Matthew has served on the Commission since 2000 and has requested to be reappointed to another six-year term as Civil Service Commissioner. Mr. Phelan has served on the Commission since 1996 and has requested to be reappointed to another six-year term as Civil Service Commissioner. The City of Renton Mayor reappointed both on November 30, 2016.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Barilleaux to reappoint Jim Matthew and Jim Phelan to the RFA Civil Service Commission. **MOTION CARRIED (5-0).**

Authorization to Purchase Two Pumper Trucks:

Appendix B (Fleet Inventory List) of the 2017 approved budget identifies two fire engines as being due for replacement in 2017. Staff has worked with a committee of internal members to develop a bid specification for both engines in order to ensure operational needs will be met. The Houston Galveston Area Council (HGAC) was used to meet the requirement for a competitive bid process. Staff recommends that the Governance Board authorize the purchase of two engines from E-One.

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The following items were discussed: funding, surplussing old engines, location of new engines, and rotation schedules of apparatus.

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Persson to authorize the Fire Chief to purchase two engines from E-One. **MOTION CARRIED (5-0).**

Puget Sound RFA Business Associate Agreement: Puget Sound Regional Fire Authority would provide the Renton Regional Fire Authority with access to health information to enable Renton Regional Fire Authority to perform the services consistent with chapter 70.02 RCW and HIPAA. This would help to determine what the needs are, where the needs are, and how best to handle response to vulnerable population when developing an FD Cares Unit.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Meikle to approve the Business Associate Agreement between Renton Regional Fire Authority and Puget Sound Regional Fire Authority. **MOTION CARRIED (5-0).**

FD Cares Basic Life Support Ambulance Service Agreement: The RFA would enter into an Agreement with Tri-Med Ambulance, LLC to provide backup Basic Life Support ("BLS") transport services 24 hours per day, 365 days per year within the RFA's Service Area. The BLS transport service shall be provided when requested by the RFA, with the understanding that a Renton Regional Fire Authority Aid Unit is the primary means of patient transport.

A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member Persson to approve the FDCARES, Emergency and Basic Life Support Ambulance Services Agreement between the Renton Regional Fire Authority and Tri-Med Ambulance Inc. **MOTION CARRIED (5-0).**

Selection of the Board Chair:

Since the RFA formed on July 1, 2016 and the Board and Vice Chair have not served for a full year as of yet, It was recommended that Ed Prince remain as Board Chair and Ray Barilleaux as Vice Chair through 2017.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Meikle to reappoint Ed Prince as Board Chair and Ray Barilleaux as Board Vice Chair for 2017. **MOTION CARRIED (5-0).**

GOOD OF THE ORDER

There were not any Good of the Order items.

EXECUTIVE SESSION

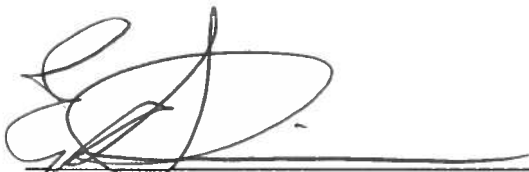
There was not an Executive Session.

FUTURE MEETINGS

The next meeting is scheduled for Monday, January 23, 2017, 10:00 a.m. at Fire Station #13 (18002 108th Ave. S.E., Renton).

ADJOURNMENT

The meeting was adjourned at 11:27 a.m.

A handwritten signature in black ink, appearing to be 'Ed Prince', written over a horizontal line.

Ed Prince, Board Chair

Recorded by: Rhonda Heyden, RFA Board Secretary