



Renton Regional Fire Authority
1055 South Grady Way
Renton, WA 98055
Office: (425) 430-7000
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MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, September 11, 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 10:00 a.m. and led the Pledge of Allegiance. He also asked for a moment of silence to remember those who fell during the 9/11 attacks on America.

ROLL CALL

Governance Board Members Present:

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

Administrative Staff Present:

Attorney Brian Snure, Chief Rick Marshall, Deputy Chief Roy Gunsolus, Deputy Chief Charles DeSmith, Fire Marshal Anjela St. John, Battalion Chiefs Craig Soucy and Mike Proulx, Captains Erik Hammes and Jeff Vollandt, Lieutenants Ryan Simonds and Steve Winter, Administrative Assistant Sheila Madsen and Administrative Secretary Linda Mann. Also in attendance was COR Facilities Director, Michael Kirk.

Public:

Marcus Morrell

AGENDA MODIFICATIONS

There were no agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

There were no announcements, proclamations, or presentations.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

Approval of Minutes

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Pavone to approve the Minutes from the August 28, 2017 Regular Meeting. **MOTION CARRIED (6-0)**

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Approval of Vouchers:

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Barilleaux to approve the vouchers which included the following:

- AP Check Register 8/16/17 – 8/31/17, Payroll 8/1/17 – 8/15/17

MOTION CARRIED (6-0)

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for September 11, 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:

- Retirements and Promotions: Firefighter Ken Clinton retired on August 31, after 25 years of service. Lieutenant Steve Winter has been promoted to Captain, Planning Section and Firefighter Josh Brown has been promoted to Lieutenant, effective 9/16.
- Federal Assistance Deployments: Three of our members were deployed by three separate federal assistance agencies to the hurricane response in Texas. Captain Will Aho responded as a member of FEMA WATF-1, Firefighter Mark Bailey responded as a member of the National Disaster Medical System (NDMS) and Firefighter Nathan Facchini responded as a member of Impact Northwest.
- Possible Arson Fires: On September 4, RRFA crews responded to two suspicious fires in the area of Monster Rd SW., which is in the same area where other fires took place in recent weeks. There are a total of at least 11 fires, which appear to be related. A suspect who is believed to be linked to the fires has been arrested.
- Hookah Lounge Shooting: Early in the morning of September 4, we had another hookah lounge related shooting which occurred at a lounge on Airport Way. On Wednesday, September 6, 2017, the Mayor of Renton called together a task force of City and RRFA personnel to look into this issue. There were two primary actions that came out of the meeting. First is to examine if the lounges are operating in violation of non-smoking regulations, which would void their business license. The second is to increase police presence at these premises.
- Shared Drive Security Breach: There was a security breach concerning secure folders on the RFA's shared drive. These files are only accessible from within our system and only by our employees; however, we keep confidential and sensitive information on that drive. The drive was locked temporarily. IT suspects the problem occurred when they "re-structured" the H Drive.
- 2018 Budget Process: We remain on schedule for the 2018 budget process. Our next big milestone will be to develop a preliminary budget, which is due on September 18.
- Tyler Software Project: Admin staff continue to configure the software that will house all employee and finance information.

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- Michael Kirk, Facilities Director for the City of Renton, attended the meeting and gave an update on Station 15.

DEPARTMENT REPORTS

There were no Board Member reports.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Resolution Adopting King County as the RRFA Treasurer:

The RRFA is required to have a Treasurer by state law. By ILA, the City of Renton has served in this capacity and will continue to do so until December 31, 2017. Effective January 1, 2018, the City of Renton will no longer provide this service. In their place, King County will serve as Treasurer for the RRFA. Approval is necessary for the RRFA transition from a City department to a sole government agency.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Meikle to approve resolution 2017-2 between Renton Regional the Fire Authority and King County.

MOTION CARRIED (6-0)

KFT Burn Tower Maintenance Contract:

The RRFA owns and operates a training burn prop tower located at our training center at Station 14. In addition, we get credit for this facility from the South King County Fire Training Consortium. These burn props require annual maintenance, and KFT Fire Trainer has been providing this service since their inception.

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Pavone to approve the service contract between the Renton Regional Fire Authority and KFT Fire Trainer, LLC for maintenance of the burn tower burn props, and approve the Fire Chief to sign on behalf of the board.

GOOD OF THE ORDER

Chief Marshall recognized Captain Jeff Vollandt for his efforts organizing and managing the 25th Annual Ken Pilon Memorial Golf Tournament. Board Member Sartnurak recognized the Station 13 crews and Logistics for helping remove boxes full of documents that needed to be shredded. Governing Board Vice Chair Barilleaux pointed out the American flag on the wall, which has the name of each person who fell during the 9/11 attacks.

EXECUTIVE SESSION

There was no executive session.

FUTURE MEETINGS

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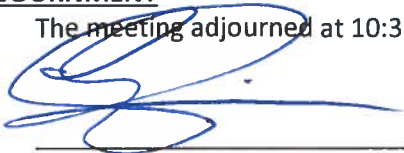
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The next meeting is scheduled for Monday, September 25, 2017, 10:00 a.m. at Fire Station #13 (18002 108th Ave. S.E., Renton).

ADJOURNMENT

The meeting adjourned at 10:33 a.m.



Ed Prince, Board Chair

Recorded by: Linda Mann, Administrative Secretary I