



Renton Regional Fire Authority
1055 South Grady Way
Renton, WA 98055
Office: (425) 430-7000
Fax: (425) 430-7044

MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, October 10, 2016

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 10:03 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)
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, Interim Fire Chief Rick Marshall, Deputy Fire Chief Chad Michael, RFA Finance Manager David Hammond, RFA Human Resources Manager Samantha Babich; Battalion Chiefs Roy Gunsolus, Shawn Mendenhall, and Michael Proulx; Captains Chuck DeSmith, Erik Hammes and Larry Welch; Lieutenants Will Aho, Gary Harsh, Steve Winter, and Jeff Vollandt; Firefighters Nathan Blakeslee, Josh Brown, Nick Bushnell, Ryan Simonds, Jacob Smith; Fire Marshal Anjela St. John, Fire Inspectors Eric Donnerstag and Cory Cappelletti, District Liaison Julie Bray, RFA Board Secretary Rhonda Heyden

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 and Approval of Vouchers:

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

- Approval of Minutes from the September 12, 2016 Regular Meeting

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- Approval of Vouchers: AP Check Register 9/1 – 9/15/16, Payroll 8/16 – 8/31/16
- Approval of Minutes from the September 26, 2106 Regular Meeting
- Approval of Vouchers: AP Check Register 9/16 – 9/30/16, Payroll 9/1 – 9/15/16

MOTION CARRIED (6-0)

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for September 26, 2016 and October 10, 2016.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

BOARD MEMBER REPORTS

There were no Board Member reports.

CHIEF'S REPORT

Interim Chief Marshall's report included discussions on Chief Peterson's retirement, selection of Roy Gunsolus as the Deputy Chief, letter sent to the organization by Interim Chief Marshall, King County Investment Pool loan, budget process, executive team meetings, HR/Finance Software, website development, and homeless encampment follow-up.

DEPARTMENT REPORTS

EMS: Sobering Center Update

King County EMS and Seattle Public Health are funding a pilot program to address the impact of intoxicated individuals on the emergency healthcare system. The St. Vincent de Paul building (575 Rainier Ave. N.) has been chosen as the site and will be staffed by two Seattle Public Health Medical Specialists. This is not a shelter, but a sobering center for 8 maximum individuals who have been evaluated by the fire department. It will be open from 7:00 pm until 7:00 am and Tri-Med ambulance has offered to do all transports to and from the center for free. Mental health services will be provided to the individuals while at the sobering center.

RFA: Station 15 Update

The Kennydale Fire Station 15 has been a coordinated effort between the Renton RFA and the City of Renton's CED and Water Departments. The City's Water Department has contracted with MSA for design and consulting work for the water reservoir only and the community outreach for both projects. They have drafted a communications and outreach plan with the intent to support both projects from predesign to the 30% design phase. Included in this plan is community outreach of engaging specifically the Kennydale Neighborhood Association and the local business community with emphasis on the neighbors directly impacted by the construction.

The City's website will host informational updates for both projects and has gone live, <http://rentonwa.gov/kennydaleproject/>. Additionally, a link has been added to the RFA's website pointing towards the City's page so consistent information is maintained.

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The RFA has been working with the City of Renton's Facilities Division on preliminary design criteria and reaching out to members of the RFA and neighboring fire departments. The architect is anticipated to be onboard by December. Preliminary design work would allow for a drive-through, 2-bay design.

Both projects are still in the predesign phase. Renton RFA staff will be available for questions and answers on October 25th, during the Kennydale Neighborhood Association meeting.

Finance: Fire Benefit Charge Update

A Public Hearing will be scheduled for October 24, 2016. The budget will be adopted on November 14th. There was some concern voiced whether the Fire Station #13 conference room would be large enough to conduct a public hearing.

CORRESPONDENCE

A copy of an email from Thomas Rea, Medical Program Director of King County EMS, to Interim Chief Rick Marshall thanking the RFA for assisting with the pilot program for Narcan was given to the Governance Board.

UNFINISHED BUSINESS

Deputy Chief Contracts:

Approval from the Governance Board for Deputy Chief contracts was received during an executive session on 9/12/16. The Board was asked to approve the Fire Chief to enter into and sign personal service contracts for both Deputy Chief Michael and Deputy Chief Gunsolus on behalf of the RFA.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Pavone to approve the Fire Chief to enter into and sign personal service contracts for both Deputy Chief Michael and Deputy Chief Gunsolus on behalf of the RFA. **MOTION CARRIED (6-0).**

NEW BUSINESS

Rescind Board Resolution 2016-11:

Subsequent to Board Adoption of Resolution 2016-11, staff discovered the Stryker equipment is available through a federal General Services Administration (GSA) contract that authorizes local government use. The GSA contract is current, has met competitive procurement requirements, and offers advantageous pricing. Resolution 2016-11 is no longer required as the equipment can be purchased through a federal GSA contract. Rescission of Resolution 2016-11 is recommended.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Abercrombie to move to rescind Board Resolution 2016-11 and authorize the Chief to enter into the agreement with Stryker Corporation using GSA contract pricing. **MOTION CARRIED (6-0).**

King County Cooperative Purchasing Agreement:

King County has existing purchasing agreements with emergency supply and equipment vendors. Renton Regional Fire Authority has the opportunity to benefit from these agreements by

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accepting King County's Cooperative Purchasing Agreement. Acceptance of this Agreement will allow Renton Regional Fire Authority to use existing purchasing agreements with emergency supply and equipment vendors, which have been competitively procured and negotiated with vendors.

Discussion: Board Member Abercrombie asked if the contract was reviewed by legal. Attorney Snure stated that he reviewed it and it was fine.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Meikle to authorize Interim Fire Chief Marshall to accept /sign the King County Cooperative Purchasing Agreement. **MOTION CARRIED (6-0).**

Schedule Fire Benefit Charge & Revenue Sources Hearings:

Discussion regarding the meeting room in which to hold the public hearing occurred. Options were to be looked into and reported back to the Board later in the meeting.

2017 RFA Budget:

RFA Finance Manager, David Hammond, conducted the budget workshop, discussing the purposes of budgeting, RFA vision and mission, revenue sources, and expenditures. Revenue sources include property tax, benefit service charge, contract revenue, and permits and fees. Expenditures include operating expenditures, capital expenditures, apparatus reserve contribution, equipment replacement reserve contribution, and operating reserve contribution. A Public Hearing on revenue sources will occur on October 24, 2016. On November 14, 2016, the preliminary budget will be approved, the property tax levy will be established and the fire benefit charge will be established. On January 9, 2017, the 2017 budget will be approved.

GOOD OF THE ORDER

There were no Good of the Order items.

EXECUTIVE SESSION

The meeting recessed at 12:15 p.m. into executive session for 30 minutes pursuant to RCW 42.30.110(1)(g) to discuss personal service contracts and RCW 42.30.110(1)(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee in a forum that maintains the attorney client privilege, the legal risks of proposed actions that will likely result in adverse legal or financial consequences if the discussion is held in public. No official action took place.

The Board Members reconvened at 12:45 p.m. at which point the Board Meeting continued. Board Member Abercrombie left the meeting following executive session due to another commitment.

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NEW BUSINESS, Continued

Fire Chief Contract

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Meikle to approve the contract with Rick Marshall for Fire Chief for the Renton Regional Fire Authority. **MOTION CARRIED (5-0).**

Change to the Meeting Location of the October 24, 2016 Regular Meeting, Resolution No. 2016-13

The Governing Board intends to hold its October 24, 2016 Board meeting at a location that can accommodate more public attendance as the meeting will include the RFA's public revenue source and benefit charge hearings.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Pavone to approve Resolution No. 2016-13, adopting the meeting on October 24, 2016 at 10:00 a.m. be held at Renton City Hall Council Chambers, 7th Floor. **MOTION CARRIED (5-0).**

Schedule Fire Benefit Charge & Revenue Sources Hearings:

The RFA has planned a public hearing on revenue sources, including the Fire Benefit Charge for Year 2017, as per RCW 52.26.230(2) and RCW 84.55.120. It was recommended that the Governing Board formally schedule this hearing by motion and direct staff to provide notice to the public in advance of the hearing.

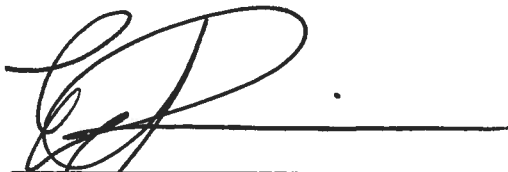
A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Barilleaux to schedule a public hearing on revenue sources, including the Fire Benefit Charge for Year 2017, as per RCW 52.26.230(2) and RCW 84.55.120 and direct staff to provide advance notice to the public. **MOTION CARRIED (5-0).**

FUTURE MEETINGS

The next meeting is scheduled for Monday, October 24, 2016, 10:00 a.m. Renton City Hall, 7th Floor Council Chambers (1055 S. Grady Way, Renton).

ADJOURNMENT

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Persson to adjourn. The meeting was adjourned at 12:56 p.m. **MOTION CARRIED (5-0).**



Ed Prince, Board Chair

Recorded by: Rhonda Heyden, RFA Board Secretary