



**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, February 13, 2017**

**Fire Station #13 – 18002 108<sup>th</sup> Ave. S.E., Renton**

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### **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.

### **ROLL CALL**

#### **Governance Board Members Present:**

Ed Prince, Chair (City of Renton)

Ray Barilleaux (Fire District 25)

Kerry Abercrombie (Fire District 25)

Armondo Pavone (City of Renton)

Don Persson (City of Renton)

Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

#### **Governance Board Member Absent:**

Myron Meikle (Fire District 25)

**MOVED BY ABERCROMBIE, SECONDED BY PAVONE, BOARD EXCUSED ABSENT BOARD MEMBER MEIKLE.**

#### **Administrative Staff Present:**

Attorney Brian Snure, Chief Rick Marshall, Deputy Chiefs Roy Gunsolus and Chad Michael, Director of Administration Samantha Babich, Fire Marshal Anjela St. John, Battalion Chief Mike Proulx, Captain John Hettick, Lieutenants Gary Harsh and Steve Winter, and 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.

### **CONSENT AGENDA**

#### **Approval of Minutes**

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Pavone to approve the Minutes from the January 23, 2017 Regular Meeting. **MOTION CARRIED (5-0)**

## GOVERNANCE BOARD REGULAR MEETING MINUTES

February 13, 2017

Page 2 of 3

### Approval of Vouchers:

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

- AP Check Register 1/16 - 1/31/17, Payroll 1/1 – 1/15/17. **MOTION CARRIED (5-0)**

### SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for February 13, 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:

- Chief Marshall reported that District Liaison Julie Bray passed away. Details regarding the memorial service will be shared with the Board at a later date.
- Benefit Charge Update: The appeals deadline has closed. Those who have received an appeal denial have until February 20<sup>th</sup> to submit a letter requesting an appeal to the Governing Board.
- Finance/HR System Solutions: Four software solutions have been evaluated and the final decision will be made soon. The goal is to be independent from the City of Renton by the end of 2017 with respect to the Finance/HR systems.
- New Administrative Assistant: Sheila Madsen has been selected and will start on February 16, 2017.
- KCFD40: There is a leak in a sewer line at Fire Station 17 which will exceed the threshold of the City's obligation under contract. KCFD40 will pay the repair costs, which are estimated to be \$7,000-\$10,000.
- 2017 All Officer Meeting: Participants included 33 officers, 2 inspectors, and 1 plan reviewer. Topics included 2017 budget, operational expectations, Human Resources education, SharePoint update, Support Services update, and Fire Marshal update.
- 2017 Retirement Ceremony/Awards Celebration: The Board was invited to this event, to be held on March 4<sup>th</sup>.

### DEPARTMENT REPORTS

Fire Benefit Charge Briefing to the Board: Attorney Snure spoke to the Board regarding their role in the appeal process. A staff report will identify the appeals to be presented to the Appeals Review Board. Some of the appeals will be heard on February 27<sup>th</sup>, some will be heard on March 8<sup>th</sup>, depending on the preference of the property owner. The appellant will be given five minutes to explain their case. After the final appellant has spoken on March 8<sup>th</sup>, the Appeal Review Board will enter into executive session. After executive session, a verbal ruling will be made for each of the appeals.

**GOVERNANCE BOARD REGULAR MEETING MINUTES**

February 13, 2017

Page 3 of 3

Hazmat Vehicle: Captain Hettick invited the Board to tour the new Hazmat vehicle following the RFA Board meeting. The vehicle is a MC106 heavy duty chassis that accommodates all of the items that a hazmat crew would need during an emergency incident. The hazmat vehicle can also double as a mobile command post.

**CORRESPONDENCE**

There was not any correspondence.

**UNFINISHED BUSINESS**

There was not any unfinished business.

**NEW BUSINESS**

Physio Control Contract: The Renton Regional Fire Authority currently uses LifePak 12 defibrillators/monitors for treatment of cardiac related emergencies. Physio Control provides on-site preventive maintenance for the machine. It is recommended that the Governance Board authorize the Physio Control contract.

Discussion: The contract price is an increase from the previous year due to the contract term being a one-year contract versus a three-year contract.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Pavone to approve the one year contract with Physio Control in the amount of \$30,242.30. **MOTION CARRIED (5-0).**

**GOOD OF THE ORDER**

There were not any good of the order items.

**EXECUTIVE SESSION**

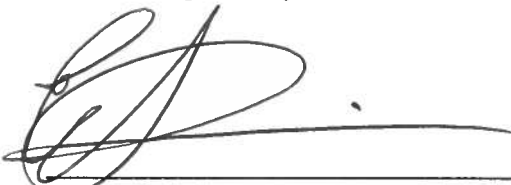
There was not an executive session.

**FUTURE MEETINGS**

The next meeting is scheduled for Monday, February 27, 2017, 10:00 a.m. at Fire Station #13 (18002 108<sup>th</sup> Ave. S.E., Renton).

**ADJOURNMENT**

The meeting was adjourned at 10:30 a.m.



Ed Prince, Board Chair

Recorded by: Rhonda Heyden, RFA Board Secretary