



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 & Public Hearing

10:00 A.M. – Monday, October 22, 2018

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

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### CALL TO ORDER AND FLAG SALUTE

Governance Board Vice Chair Pavone called the Regular Meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

### ROLL CALL

#### Governance Board Members Present:

Armondo Pavone, Vice Chair (City of Renton)  
Marcus Morrell (Fire District 25)  
Ed Prince (City of Renton) – Via Teleconference  
Don Persson (City of Renton)  
Kerry Abercrombie (Fire District 25)  
Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

#### Governance Board Members Not Present:

Myron Meikle, Chair (Fire District 25)

#### Administrative Staff Present:

Attorney Brian Snure, Fire Chief Rick Marshall, Deputy Fire Chiefs Roy Gunsolus and Chuck DeSmith, Director of Administration Samantha Babich, Lead Plans Reviewer Corey Thomas, Battalion Chief Craig Soucy, Captain Steve Winter, Lieutenants Rick Laycock, Marcus Rismiller, and Nathan Blakeslee, Firefighters Olney, McDuffy, Donnell, Caldwell, and Krystofiak, and Administrative Secretary Linda Mann.

#### Public:

Charlotte Ryan  
Ronnie Little  
Jason Parker  
Kathleen Booher

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Persson to excuse absent Board Chair Meikle from the meeting. **MOTION CARRIED (5-0)**

### AGENDA MODIFICATIONS

A request was made to have the Executive Session moved to before New Business.

### ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

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Chief Marshall introduced two of the Citizen Advisory Panel founding members, Jason Parker and Kathleen Booher. The third member, Robert Peck wasn't in attendance.

### PUBLIC HEARING ON REVENUE SOURCES, 2019 PROPOSED EXPENSE BUDGET, PROPERTY TAX, AND BENEFIT CHARGE

The Public Hearing was opened at 10:08 a.m. by Board Vice Chair Pavone.

- Fire Chief Marshall gave an overview of the 2019 proposed budget, stating that it implements the next phase of the increased level of service including staffing for Fire Station 15, Relocation of RRFA Headquarters, startup of RRFA Fleet, Facilities, and IT Service Sections, and continues funding of capital reserve for equipment, apparatus, and operations consistent with Board policy.
- The proposed 2019 Balanced Budget is \$41,745,259.
- The RFA's funding system is made up of both Property Taxes (based on AV) and the Benefit Charge (based on property size, use, and risk).
- The Public Hearing was then opened for public comments.
- Charlotte Ryan, District 40 Commissioner, asked where the transfers out of \$5.8 million goes to and if it was just for the expense fund. Director of Administration, Samantha Babich stated that it was for all funds. Commissioner Ryan asked about the levy lid lift and asked at what rate it would be if there was one. Chief Marshall stated that he didn't know. She then asked about the remodeling budget for the new RRFA Headquarters. Chief Marshall stated that it was right around \$272,000.

There being no further public comment, a **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Morrell to close the public hearing. **MOTION CARRIED (5-0)**

### PUBLIC COMMENT

There were no public comments (not related to the Public Hearing).

### CONSENT AGENDA

#### Approval of Minutes

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Morrell to approve the Minutes from the September 24, 2018 Regular Meeting. **MOTION CARRIED (5-0)**

#### Approval of Vouchers:

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

- AP Check Register 9/16/18 – 9/30/18, Payroll 9/01/18 – 9/15/18
- AP Check Register 10/01/18 – 10/15/18, Payroll 9/16/18 – 9/30/18

**MOTION CARRIED (5-0)**

### SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for October 22, 2018.

### BOARD COMMITTEE REPORTS

There were no Board Committee reports.

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### **CHIEF'S REPORT**

Chief Marshall's report included the following:

- WSRB Rating Results: King 25 and King 40 went from Protection Class (PC) 4 to PC 3 and Renton went from PC 3 to PC 2.
- New Extrication Tools: The Board of Fire Commissioners for King County District 40 has approved the purchase of a new set of Holmatro Extrication Tools for Engine 17. These will replace the aging Amkus Extrication tools that are currently in service on E17. When Engine 15 goes into service, it will also have a compliment of this same generation of tools (already purchased by the RFA).
- Homeless Task Force: Months ago, Battalion Chief/Safety Officer Rick Myking received an email from a group called Renton Area Nonprofits Unite (RANU). The subject of homelessness in Renton came up and members of the group wanted to solicit advice/help from fire and police in Renton. BC Myking went to a couple of meetings and then a Homeless Task Force was stood up to continue the conversation. Other groups at the table are Catholic Community Services, YWCA, REACH (this is a Renton specific group not to be confused with our REACH pilot which is from Seattle), RPD and a few private citizens who are passionate about this cause. We continue to be involved with this effort as it fits our mission, vision and values.
- Local Records Grant Program Recipient: Back in July of this year, Administrative Assistant Sheila Madsen applied for a "Technology Tools" grant through the Washington State Archives. This grant is meant to help the Admin team improve the process of receiving and responding to Public Records Requests. Chief Marshall just received word that we were awarded the grant in the amount of \$6,500 and after a review of all documents, we can begin implementing a new system to track, organize, and analyze our requests. Kudos to Director of Administration, Samantha and her team on this award!
- Fire Station 15 Update: We expect to take possession on January 7, 2019 and have it operational by February 1, 2019.
- WAPELRA Fall Conference: During the week of September 18-20 our Director Babich attended the Washington Public Employees Labor Relations Association (WAPELRA) Fall Conference in Leavenworth. The Conference is specifically designed to help public sector HR professionals and other practitioners involved in labor relations obtain legal updates, build skills and develop resources.
- New Dive Unit in Service: Our new Dive Unit, F129, was placed in service the weekend of October 13-14.
- New Headquarters Progress: We continue to make great progress in our renovation of the office space at Fire Station 13. We will be purchasing new carpet in the amount of \$22,608.85. All of these costs are included in this year's budget.

### **DEPARTMENT REPORTS**

Department reports were provided to the Board for their review.

### **CORRESPONDENCE**

Chief Marshall received a Certificate of Appreciation for the RFA's participation in the Future Woman in EMS & Fire Workshop.

### **UNFINISHED BUSINESS**

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There was no unfinished business.

The meeting recessed at 10:58 a.m. until 11:15 a.m. The meeting reconvened at 11:15 a.m.

### EXECUTIVE SESSION

- *Discuss with legal counsel in executive session pursuant to RCW 42.30.110 (1)(i) to maintain an attorney client privilege while discussing legal risks associated with proposed action or current practice relating to the interlocal with District 40 that is likely to result in an adverse legal or financial consequence to the agency if discussed publicly.*
- *Executive Session pursuant to RCW 42.30.140(4), collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement.*

Executive Session was called at 11:15 a.m. for 45 minutes. At 11:55 a.m., another 20 minutes was requested. At 12:15 p.m., another 5 minutes was requested. The meeting reconvened at 12:20 p.m.

### NEW BUSINESS

#### Sole Source Resolution for Extrication Purchase:

In order to purchase without competitive bid, State law requires that a sole source letter be approved by the Governing Board. For the purposes of standardization and uniformity in training, operations and maintenance the RRFA requires one rescue tool – Holmatro.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Morrell to approve Resolution No. 2018-3 and allow the Renton Regional Fire Authority staff to complete the order of extrication equipment. **MOTION CARRIED (5-0)**

#### Local 864 Firefighter through Captain Union Contract

A **MOTION** was made by Board Member Morrell and **SECONDED** by Board Member Abercrombie to ratify the Local 864 proposed contract and authorize the Fire Chief to enter into labor agreement pending ratification by Local 864. **MOTION CARRIED (5-0)**

### GOOD OF THE ORDER

Board Member Sartnurak mentioned that the RFA and Fire District 40 have been working on an acceptable contract between the two parties. Fire District 40 has reached a point to where they are considering early termination of the contract. The legal staff of Fire District 40 has asked to reach out to the governing board to have an informal meeting. After further discussion, it was decided to have the attorney of the RFA and the attorney of Fire District 40 to come up with an agenda and suggest different times to meet and discuss the contract.

Chief Marshall asked to have a meeting on November 13<sup>th</sup> since November 12<sup>th</sup> is a holiday. It was decided that November 13<sup>th</sup> at 10:00 a.m. would work for everyone.

### FUTURE MEETINGS

The next meeting is scheduled for Tuesday, November 13, 2018, 10:00 a.m. at Fire Station #13 (18002 108<sup>th</sup> Ave. S.E., Renton).

**ADJOURNMENT**

The meeting adjourned at 12:33 p.m.



Myron Meikle, Board Chair



Linda Mann, RFA Board Secretary