



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 12, 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 Chair Meikle called the Regular Meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

### ROLL CALL

#### Governance Board Members Present:

Myron Meikle, Chair (Fire District 25)

Marcus Morrell (Fire District 25)

Don Persson (City of Renton)

Ed Prince (City of Renton)

Kerry Abercrombie (Fire District 25)

Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

#### Governance Board Members Not Present:

Armondo Pavone (City of Renton)

#### Administrative Staff Present:

Attorney Brian Snure, Chief Rick Marshall, Deputy Chief Charles DeSmith, Deputy Chief Roy Gunsolus, Director of Administration Samantha Babich, Fire Marshal Anjela St. John, Battalion Chiefs Craig Soucy and Rick Myking, Captains Steve Winter and Will Aho, Lieutenant Rick Laycock, Firefighters Donnell and Krystofiak, Communications Manager Katie Lewis, and Administrative Secretary Linda Mann.

#### Public Present:

Charlotte Ryan, District 40

Eve Repunte, Merrill Gardens

Shelley Thompson, Merrill Gardens

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

### AGENDA MODIFICATIONS

Chief Marshall made a request to move the Executive Session before Unfinished Business.

### ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

#### Citizen Recognition:

Eve Repunte, an employee of Merrill Gardens was presented with a certificate of recognition for her efforts in helping to extinguish a fire at the facility.

**PUBLIC COMMENT**

There were no public comments.

**CONSENT AGENDA**

*Approval of Minutes*

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Prince to approve the Minutes from the January 22, 2018 Regular Meeting. **MOTION CARRIED (5-0)**

*Approval of Vouchers:*

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

- AP Check Register 1/16/18 – 1/31/18, Payroll 1/01/18 – 1/15/18

**MOTION CARRIED (5-0)**

**SIGNING OF VOUCHERS**

The members of the Finance Committee signed the Voucher Approvals for February 12, 2018.

**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 Recruits:** Our newest firefighters officially started the academy on February 6.
- **Fire Station 15:** We anticipate that the bid for Fire Station 15 will be awarded early next week. The bids closed on January 23. We are working on an agreement that will help guide us through the construction process.
- **Healthy Heart Proclamation:** On Monday, February 5, DC Gunsolus spoke at the Renton City Council meeting about our efforts again this year with our Healthy Heart program. Mayor Law proclaimed February as Renton Healthy Heart Month.
- **SCBA Mask Purchase:** We are purchasing new high temperature SCBA masks for our members at a cost of \$30,000 – an approved budgeted expense in the 2018 budget.
- **Maple Valley KCFD43 Contract Proposals:** On Monday, February 5, Chief Marshall was asked to speak to the Commissioners of Maple Valley Fire who was asking for proposals for contracting fire services. Chief Marshall declined the offer to present a proposal. This was due to the fact that the RFA is still new and also concern of Maple Valley's financial stability.
- **Fire Station #14 Plumbing Project Update:** The large plumbing project began this week. The City of Renton is covering the cost of everything. An update will be provided once construction begins and dates are set.
- **FD CARES/MIH:** We continue to work to develop our FD CARES/MIH business model and still feel we are on target to stand up the program on July 1 with Board authorization. We are exploring an option to allow public-private partnerships that will help us receive revenue for our diversion efforts.

- Propane Tank Explosion: An explosion occurred on January 23 on the 200 block of Edmonds Ave SE. Crews arrived to find an area that had a propane tank and burner that appears to have developed a leak. No injuries were reported.
- Shooting near Benson Hill Neighborhood: At 12:42 on January 24, RRFA and Renton Police responded to a shooting near 120<sup>th</sup> Ave SE and SE 178<sup>th</sup>. A single person was shot inside a residence and transported to Harborview with life threatening injuries. The suspect fled the scene. No firefighter injuries were reported.
- Vehicle Fire on Lake Washington Blvd: On January 23, RRFA crews responded to a vehicle fire located on Lake Washington Blvd N., which is where the Hyatt Regency is located. The cause of the fire is listed as accidental due to a mechanical malfunction. Nobody was injured.
- House Fire near Renton High School: On January 28 RRFA crews fought a defensive house fire located on 89<sup>th</sup> Ave S. One occupant was transferred to Harborview with life threatening injuries. Crews faced a series of complications. The home is a total loss.
- Kennydale House Fire: On January 30, RRFA responded to the report of a residential structural fire on N 28<sup>th</sup> Pl. The fire was extinguished by a neighbor using a powder extinguisher. The cause is accidental due to an unattended lit candle.
- House Fire near Kent Border: On the evening of January 29, residents found their garage full of smoke with flames coming from the gas furnace. Battalion 13 responded to the scene and declared it a working incident. The residents requested Red Cross for shelter. No injuries were reported.

#### DEPARTMENT REPORTS

There were no department reports.

#### CORRESPONDENCE

There was no correspondence.

#### UNFINISHED BUSINESS

##### District 40 Contract:

In 2008, the City of Renton and KCFD40 entered into a 20 year contract for fire and emergency service. While that contract is applicable now that we are an RFA, both sides felt it necessary to enter into negotiations to see if there was a way to more clearly, simply, and accurately account for the costs of service. To date, we have been unable to agree to new terms, so it was decided to make minor edits to the existing contract, mostly with regard to changing from "City of Renton" to Renton Regional Fire Authority and use the existing costing model calculations.

Staff recommends the approval of this contract between the Renton Regional Fire Authority and KCFD40. The existing contract was between the City of Renton and KCFD40. This contract reflects changes in language to reflect the change from City of Renton to the Renton Regional Fire Authority and the current staffing level that has been in place since July of 2017.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Abercrombie to approve the contract for service between the RRFA and KCFD40 and allow the fire chief to sign the contract on behalf of the governing board. **MOTION CARRIED (5-0)**

Standards of Cover (SOC) Adoption:

The SOC is defined as those written policies and procedures that establish the distribution and concentration of fixed and mobile resources of an organization.

The elements included in this SOC were taken directly from the Center for Public Safety Excellence (CPSE) Commission on Fire Accreditation International (CFAI) Standards of Cover, 5<sup>th</sup> Edition. This SOC is directly responsive to Washington House Bill (HB) 1756, which was signed into state law in 2005. HB 1756 mandates that all fire departments in the State of Washington establish response objectives, measure its outcomes against its adopted response standards on an annual basis, and report the results to the applicable elected officials, as well as to the communities served.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Persson to adopt the 2017 Standards of Cover document, setting the benchmark and reference for our organization's ability to analyze community need and effective response to emergencies.

**MOTION CARRIED (5-0)**

**NEW BUSINESS**

Appointment of Two Civil Service Commissioners:

Two new Commissioners have been appointed to the Civil Service Commission for the City. These Commissioners also serve as RFA Civil Service Commissioners. The new appointees need to be confirmed by the RFA Governing Board.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Prince to appoint Ms. Camila Lagow and Ms. Kathleen Boohner to the Renton Regional Fire Authority Civil Service Commission. **MOTION CARRIED (5-0)**

McKinstry Facility Assessment:

A presentation was made by DC DeSmith with regards to the facility assessment findings that were received in November of 2017. An overall review was given to the Board and what it means to our current facility health and capital reserves.

No action was needed.

**GOOD OF THE ORDER**

Firefighter Chris Krystofiak reminded the Board about the recognition party on February 17 at 5:00 P.M. He also provided a brief summary of the stair climb event that took place on February 10 at The Landing.

**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 was called at 10:39 a.m. for 20 minutes. The regular meeting reconvened at 11:01 a.m.

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**FUTURE MEETINGS**

The next meeting is scheduled for Monday, February 26, 2018, 10:00 a.m. at Fire Station #13  
(18002 108<sup>th</sup> AVE S.E., Renton)

**ADJOURNMENT**

The meeting adjourned at 11:23 a.m.



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Myron Meikle, Board Chair

Recorded by: Linda Mann, Administrative Secretary I