



RFA GOVERNANCE BOARD REGULAR MEETING AGENDA

10:00 A.M. – January 8, 2018
Fire Station #13 – 18002 108th Ave. S.E., Renton

1. Call Meeting to Order
2. Flag Salute
3. Roll Call
4. Agenda Modifications
5. Announcements, Proclamations, and Presentations
 - EMS Call Recognition
 - Promotion Ceremony
6. Public Comment

Members of the audience may comment on items relating to any matter related to RFA business under the Public Comment period. Comments are limited to three (3) minutes per person, and a total of fifteen (15) minutes per topic pursuant to the rules established under Section 8 of the Bylaws. Citizens may also speak on individual agenda items on the printed agenda at the time they are considered by the Board as requested by the Chair.
7. Consent Agenda
 - Approval of [Minutes from the December 11, 2017](#) Regular Meeting
 - Approval of [Vouchers](#): AP Check Register 12/1/17 – 12/15/17 and 12/16/17 – 12/31/17, Payroll 11/15/17 – 11/30/17 and 12/1/17 – 12/15/17
8. Signing of Vouchers
9. Board Committee Reports
10. Board Member Reports
11. [Chief's Report](#)
12. Department Reports
13. Correspondence
 - Letter from Mayor Law regarding Renton Police Officers Recognition
 - Certificate of Appreciation from National Disaster Medical System
14. Unfinished Business

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15. New Business

- Appointment of Chair and Vice Chair of the RRFA 2018

16. Good of the Order

17. Executive Session

- *Executive Session pursuant to 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.*

18. Future Meeting: Monday, January 22, 2018, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave. S.E., Renton)

19. Adjournment



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, December 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.

ROLL CALL

Governance Board Members Present:

Ed Prince, Chair (City of Renton)

Ray Barilleaux, Vice Chair (Fire District 25)

Don Persson (City of Renton)

Myron Meikle (Fire District 25)

Armondo Pavone (City of Renton)

Kerry Abercrombie (Fire District 25)

Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

Administrative Staff Present:

Attorney Brian Snure, Chief Rick Marshall, Deputy Chief Charles DeSmith, Deputy Chief Roy Gunsolus, Fire Marshal Anjela St. John, Battalion Chief Craig Soucy, Captains Rick Myking and Will Aho, Lieutenant Rick Laycock, Firefighter Fred Heistuman and Administrative Secretary Linda Mann. Also in attendance was City of Renton Facilities Director Michael Kirk.

Public Present:

Marcus Morrell

AGENDA MODIFICATIONS

There were no agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Presentation of Station 15 Project:

The Architects for the Station 15 project gave a presentation to the Board regarding the design and timing of the station. They provided an in-depth look at the design of the station as well as some of the materials that will be used for the building.

RRFA ILA Transition:

Deputy Chief Chuck DeSmith gave a presentation about canceling the Fleet and Facilities ILA starting January, 2019. The RRFA wants to be effective, efficient and accountable with the public funds. The current City of Renton Fleet and Facilities resource allocation was not designed to provide service to contracted organizations. Chief Marshall noted that a motion to approve this transition by the Board will be presented under New Business.

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Narcan Presentation:

Captain Rick Myking gave a presentation on the drug Narcan, which is a synthetic drug, similar to morphine that blocks opiate receptors in the nervous system. Currently, fire departments throughout King County under the license of Dr. Rea administer Narcan to those patients that have overdosed on opioids. This is a pilot program that is being funded by King County EMS and will continue to do so in 2018. The RRFA was one of the earliest adopters of the pilot.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

Approval of Minutes

A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member Barilleaux to approve the Minutes from the November 27, 2017 Regular Meeting. **MOTION CARRIED (6-0)**

Approval of Vouchers:

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

- AP Check Register 11/16/17 – 11/30/17, Payroll 11/1/17 – 11/15/17

MOTION CARRIED (6-0)

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for December 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:

- Authorized Purchases: The Board will see a couple of large purchases come through at the beginning of the year (2018). One is for \$107,000 which is the budgeted sales tax for the two newest pumpers. The other purchase is for \$29,000, which is for budgeted personal protective equipment (bunker gear).
- 2017 Firefighter Holiday Assistance Program: Again this year, our employees, in partnership with the Renton Firefighters Benevolent Association, Renton Firefighters Union and Communities in Schools, will be providing families in need with holiday gifts and meals. Each fire station and Admin/Office of the Fire Marshal sponsors one family. The Benevolent Association provides \$300 of seed money, and then each group contributes, purchases, wraps and delivers the gifts.
- Holiday Tree Lighting: Recognition is due to the Renton Firefighters Union for helping to deliver Santa to the Holiday tree lighting event again this year. Special thanks goes to Firefighter Chris Krystofiak for facilitating and driving.

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- Meeting with Chief Smith, Redmond Fire: Chief Marshall had the chance to meet with Chief Smith from Redmond Fire. They discussed Redmond's approach to Mobile Integrated Health (MIH) and their participation in the King County MIH Steering Committee and Medic One funding.
- Skyway-Area Fire: On Tuesday, December 5, RRFA crews responded to NW 3rd ST after a single-family vacant home was reported to be on fire and occupied by transients. It appears this fire was started accidentally due to the use of candles.
- Cascade Area Fire: On Saturday, December 2, RRFA responded to the report of a fire on 119th Ave SE. The owner noticed flames coming from the electrical panel and extinguished the fire with his powder extinguisher. The fire was ruled accidental.
- One Wednesday, November 29, RRFA responded to the report of a fire on the 18000 block of 116th Ave SE. The house was in disrepair and had been recently purchased with the intent to rehab. The fire was extinguished but the house was unsafe to enter and investigate. Due to that reason, the cause of the fire is undetermined.

DEPARTMENT REPORTS

There were no department reports.

CORRESPONDENCE

Invitations were given to the Board for the Annual King County Fire Chiefs & Fire Commissioners Joint Banquet.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Purchase of Physio-Control Life-PAK 15:

We have had our current defibrillator units for 12 years and are past their life span. We are approved for reimbursement up to \$124,363.00 for new defibrillators through King County EMS. After negotiations, we received a bid from Physio-Control for \$128,605.23, which includes a one year service contract.

A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member Pavone to approve the purchases of the Physio-Control defibrillator and allow the Renton Regional Fire Authority staff to purchase the new defibrillator to be billed and delivered in January of 2018.

MOTION CARRIED (6-0)

Fleet and Facilities ILA:

Chief Marshall requested permission from the board to send a letter with the help of legal counsel to the City of Renton requesting termination of the Fleet and Facilities ILA to end on December 31, 2018. The letter will include language to the City that one, expresses appreciation for all they have done, two, the idea that the ILA was never intended to be long term sustainable and three, that the RRFA wants to work with City from Jan – Mar to determine what the feasibility would be of continuing services with the City to see if they can meet the accountability and service level needs that we have and that we can get on our own. If so, we will revoke the letter and cancellation of the ILA will move forward.

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A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member Pavone to approve sending a letter to the City of Renton terminating the Fleet and Facilities ILA on December 31, 2018. **MOTION CARRIED (6-0)**

GOOD OF THE ORDER

Commissioner Barilleaux thanked everyone for his time serving on the RFA Board.

EXECUTIVE SESSION

There was no executive session.

FUTURE MEETINGS

The next meeting is scheduled for Monday, January 8, 2018, 10:00 a.m. at Fire Station #13 (18002 108th AVE S.E., Renton)

ADJOURNMENT

The meeting adjourned at 11:21 a.m.

Ed Prince, Board Chair

Recorded by: Linda Mann, Administrative Secretary I

VOUCHER APPROVAL FOR JANUARY 8TH, 2018 MEETING

AUDITING OFFICER CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Renton Regional Fire Authority, and that I am authorized to authenticate and certify said claim.

Auditing Officer: _____

Rick Marshall, Fire Chief

AUDIT COMMITTEE

The vouchers below have been reviewed and certified by individual departments and the RFA's Auditing Officer as required by RCW's 42.24.080 & 090, and a list of vouchers has been provided for review by the Finance Committee.

The undersigned members of the Finance Committee of the Renton Regional Fire Authority do hereby approve for payment accounts payable vouchers totaling \$525,803.84, payroll vouchers and direct deposits totaling \$928,705.87, and payroll benefit and withholding vouchers totaling \$618,209.60

A/P VOUCHERS	Numbers	Amount
Claims 12/15/2017	362057-362079	\$416,205.48
Claims 12/29/2017	362504-362538	\$109,598.36
TOTAL A/P		\$525,803.84

PAYROLL VOUCHERS	No. of Vouchers	Amount
Payroll Direct Deposits & Checks 12/08/2017	157	\$466,637.82
Payroll Direct Deposits & Checks 12/29/2017	164	\$462,068.05
TOTAL PAYROLL	321	\$928,705.87

PAYROLL BENEFIT AND WITHHOLDING	Numbers	Amount
Wire Transfer 12/08/2017	5679-5686	\$299,016.64
Checks 12/08/2017	362041-362042	\$19,734.50
Wire Transfer 12/29/2017	5698-5705	\$277,055.91
Checks 12/29/2017	362476-362482	\$22,402.55
TOTAL CLAIMS		\$618,209.60

TOTAL CLAIMS		\$2,072,719.31
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Renton Regional Fire Authority Finance Committee:

Kerry Abercrombie, Board Member

Ed Prince, Chairperson

Myron Meikle, Board Member

Ray Barilleaux, Board Member

Don Persson, Board Member

Armondo Pavone, Board Member



RENTON REGIONAL FIRE AUTHORITY

M E M O R A N D U M

DATE: January 8, 2018

TO: Ed Prince, Chairperson (City of Renton)
Kerry Abercrombie (Fire District 25)
Marcus Morrell (Fire District 25)
Myron Meikle (Fire District 25)
Armondo Pavone (City of Renton)
Don Persson (City of Renton)
Linda Sartnurak (Non-voting Advisory Position, Fire District 40)

FROM: Rick Marshall, Fire Chief

SUBJECT: **Renton Regional Fire Authority Chief's Report**

1. Finance Section Update

We have successfully run our first payroll as an RRFA!! After working the past year to procure and build out our own finance system, we landed squarely on our feet January 1. I cannot express to the Board how much effort everyone in Administration has given to make this project successful. I want to call out several members who have gone above and beyond: Samantha Babich, Jennifer Zhou, LaQuanza Flowers, Sheila Madsen, and Linda Mann. In addition to many other duties, they have spent hours upon hours staring at screens and entering data so that we can function on our own.

2. Renton Police Officer Recognition

On Monday, December 11, at the Renton City Council Meeting, I had the privilege of recognizing the actions of three Renton police officers for their work in a cardiac arrest resuscitation. This work, along with our team means that rapid CPR and defibrillation led to one of our citizens spending a healthy holiday with his family.

We are, and will always be, "Renton's fire department." As such, our relationship with other City of Renton departments—especially PD is critical to providing the highest level of service to our community.

3. Station 15 Update

On Thursday, January 4, I met with Jay Covington, Kelly Beymer, and the FS15 project managers regarding the status of the project. We are getting more accurate numbers as the project moves forward, and the numbers are moving in a favorable way. The latest estimates for total project cost are \$5.8 million, with just over \$5.6 million budgeted. This is still an estimate and I caution against reading too much into these numbers. Our first real indication will be on January 23, when bids will be opened. I plan to have the City brief the Board on the bid process and give a status update on February 12.

4. Renton Firefighter Holiday Assistance Program

It was another stellar year for our Adopt-A-Family event! Each station and the Day Staff made sure these families had everything from toys and clothes for the kids, to a nice Christmas meal. I want to sincerely thank everyone who participated. I feel like this is such a special time to give back and with everyone in the organization coming together to donate time, money, effort, and energy, we accomplished a big feat.

5. Minor Accident for Engine 17

On Sunday, December 24, Engine 17 was involved in an accident, when they were struck by Tri-Med who was also arriving at the scene of a motor vehicle accident. The accident appears to have been weather related (snow). There were no injuries, very minor damage to E17 and moderate damage to the Tri-Med ambulance.

6. Multiple Shootings

At 0403 on December 31, A-13, E-13, B-13, and M-5 were called to SE 12th St for a 27 y/o male, with what appeared to be a self-inflicted gunshot to the face. Patient was taken via M-5 to Harborview Medical Center in serious condition.

In addition, at 1058 on December 31, A-13, E-14, B-13, and M-5 called to Rainier Ave S and S Grady Way for a possible drive by shooting. Patient was a young male found with a gunshot to his lower leg. Patient was stable and taken to Valley Medical Center via A-13 for treatment. Further investigation is leading to the shooting actually taken place at Sam's Club where casings were found. The victim appeared to have driven to Walmart, where he called 911. This also appears to be drug or gang related and not a random shooting.

Renton Police are currently investigating both incidents.

7. Minor Aircraft Incident

RRFA crews were dispatched on December 10 to a service request for a plane stuck on a sandbar at the end of Renton Airport. This was a float plane that had a successful landing and was taxiing to where they thought the dock was, unfortunately for them they went towards the Cedar River instead of west of the airport and became grounded on a sandbar. L11 arrived first and spotted the plane but was unable to make contact due to the distance, I arrived next as B12 and was able to get closer but needed to communicate to them through Renton Tower. The pilot stated that there was no damage to plane and they only needed assistance getting unstuck. Dive 12 was dispatched and assisted them by pushing the plane off the sandbar, where the pilot was able to taxi over to the dock for the night.