



Renton Regional Fire Authority
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MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, May 14, 2018

Fire Station #13 – 18002 108th Ave. S.E., Renton

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

Governance Board Members Not Present:

Ed Prince

Administrative Staff Present:

Fire Chief Rick Marshall, Deputy Chief Roy Gunsolus, Deputy Chief Chuck DeSmith, Director of Administration Samantha Babich, Fire Marshal Anjela St. John, Battalion Chiefs Doug McDonald and Craig Soucy, Captains Will Aho, Erik Hammes, and Steve Winter, Lieutenant Rick Laycock, Firefighter Justin Olney, and Administrative Secretary Linda Mann.

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

AGENDA MODIFICATIONS

There were no agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Home Fire Sprinkler Day Proclamation

The vast majority of fire deaths occur at home. The NFPA has designated May 19, 2018, as National Home Fire Sprinkler Day where advocates for residential fire sprinklers will host events nationwide aimed at demonstrating the effectiveness of residential fire sprinklers and to show what incentives we provide here in Renton for their installation.

Staff have drafted a proclamation naming May 19, 2018, Home Fire Sprinkler Day to highlight the effectiveness of fire sprinklers.

GOVERNANCE BOARD REGULAR MEETING MINUTES

May 14, 2018

Page 2 of 4

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Vice Chair Pavone to approve and sign the Home Fire Sprinkler Day proclamation. **MOTION CARRIED (5-0)**

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

Approval of Minutes

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Vice Chair Pavone to approve the Minutes from the April 23, 2018 Regular Meeting. **MOTION CARRIED (5-0)**

Approval of Vouchers:

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

- AP Check Register 4/16/18 - 4/30/18, Payroll 4/01/18 – 4/15/18. **MOTION CARRIED (5-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for May 14, 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:

- Recent Trainings for the Administration Division: The Finance Section (Samantha Babich, Jennifer Zhou, and LaQuanza Flowers) attended the Tyler Technologies Connect 2018 Conference in Boston the week of April 23rd. Members of the Executive team attended the Association of Washington Cities Labor Relations Institute Conference May 2-4. Administrative Assistant Sheila Madsen attended the Washington Fire Chiefs Admin Support Conference, May 7-9.
- Renton Firefighters and Renton PD Flag Football to Benefit Children's Hospital: On May 6, Renton Firefighters and Police Officers participated in a charity football game to benefit Seattle Children's Hospital. Renton Fire won the game!
- National Home Sprinkler Day: National Home Sprinkler Day is May 19 and we have partnered with Ikea and the State Fire Marshal's Office to have a fire sprinkler trailer at Ikea from 11:00 – 1:00.
- Fire Station 15 Update: Progress continues on the station. Over the next couple of weeks, the contractor is focusing on installing the underground plumbing and electrical.
- Fire Station 14 Construction Update: The bathroom and plumbing repairs are on track to be completed by the end of the month and for OFM to move in the first week of June.
- Labor Negotiations: On Wednesday, May 9th, we entered into negotiations with L864. The goal is to complete negotiations by August 1.

GOVERNANCE BOARD REGULAR MEETING MINUTES

May 14, 2018

Page 3 of 4

DEPARTMENT REPORTS

Deputy Chief Gunsolus spoke about the following:

- Renton Airport Letter of Agreement
- Changes in the Renton Airport response plan
- New Defib's went into service on April 30th
- Merrill Gardens fire on April 26th
- Shooting on April 27th
- Two firefighters attended the NOAA dive class
- Brush 17 apparatus is in service

Deputy Chief DeSmith spoke about the following:

- OFM Move Update
- Fire Station 14 Repair Update
- Holmatro Rescue Tool Purchase

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Establishment of RRFA Civil Service:

Employees who were under Civil Service while employed by the City of Renton were entitled to, and chose to, remain under Civil Service. Civil Service was provided by ILA from July 1, 2017 until December 31, 2017. We requested an extension through June 30, 2018 which the commission granted. Effective July 1, 2018 the RRFA will need to have its own Civil Service Commission.

With the approval of the Governing Board, staff will solicit interested citizens to apply. Applicants will be interviewed by a panel consisting of one Local 864 member, one AFSCME 2170, one member from Administration, and should the Board choose, one member from the Governing Board. Once selection has been made, the Board will be asked to establish the RRFA Civil Service Commission and appoint the commissioners through resolution. We expect to have the resolution before the Board on July 9, 2018.

No action was taken by the Board.

Proposed Changes to the Renton Fire Code:

Updates need to be made to the Renton Fire Code to address the following necessary changes:

1. Reduce separation distances for food trucks (20ft to 10 ft, add new exception for 5ft).
2. New fire safety requirements for private smoking clubs.
3. New permit requirement for commercial cooking hood suppression contractors and penalties for working without a valid permit.
4. Clean up late fees language.

GOVERNANCE BOARD REGULAR MEETING MINUTES

May 14, 2018

Page 4 of 4

Staff has drafted proposed updates based on discussions with the RFA Governance Board and have worked with the City Attorney's Office to ensure proposed language meets the City of Renton's requirements for the municipal code.

A **MOTION** was made by Board Vice Chair Pavone and **SECONDED** by Board Member Abercrombie to approve working with the City Attorney's Office to submit the proposed changes to the Fire Code, as adopted in Renton Municipal Code, for City Council Approval. **MOTION CARRIED (5-0)**

Logistics ILA and Cost Sharing

The Logistics ILA will enable RRFA to set min/max with fire station supplies, cost share civilian warehouse employees, and move bulk supplies out of working RRFA fire stations. The goal is to have the ILA and cost sharing numbers in place for RRFA Logistics to move to the warehouse in July, 2018. Costs were placed in the budget back in October, 2017, but will be pro-rated from July 1st until December 31st for 2018.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Vice Chair Pavone to approve the Western Washington Fire Logistics Group ILA and Exhibit A for Chief Marshall to sign. **MOTION CARRIED (5-0)**

GOOD OF THE ORDER

There was no good of the order.

EXECUTIVE SESSION

There was no executive session.

FUTURE MEETINGS

The next meeting is scheduled for Monday, June 11, 2018, 10:00 a.m. at Fire Station #13 (18002 108th Ave. S.E., Renton).

ADJOURNMENT

A **MOTION** was made by Board Vice Chair Pavone and **SECONDED** by Board Member Persson to adjourn the meeting at 11:08 a.m. **MOTION CARRIED (5-0)**



Myron Meikle, Board Chair

Recorded by: Linda Mann, RFA Board Secretary