



Renton Regional Fire Authority
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MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, January 14, 2019

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)
Kerry Abercrombie (Fire District 25)
Ed Prince (City of Renton)
Marcus Morrell (Fire District 25)
Don Persson (City of Renton)
Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

Administrative Staff Present:

Fire Chief Rick Marshall, Director of Administration Samantha Babich, Deputy Chief Chuck DeSmith, Fire Marshal Anjela St. John, Battalion Chief Robert Homan, Captains Will Aho, and Jeff Vollandt, Lieutenants Krystofiak, dosRemedios, Hyslop, and Rismiller, Firefighters Olney, Carpenter, Smith, Bushnell, Guyll, Bigger, and Ellis, Administrative Assistant Sheila Madsen, and Administrative Secretary Linda Mann.

AGENDA MODIFICATIONS

There were no agenda modifications

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Recognition for CPR performed on citizen at Hazen High School

Deputy Chief DeSmith and Chief Marshall recognized Police Officer Kerkhoff and a group of employees from Hazen High School for their efforts in performing CPR and saving the life of a fellow employee at Hazen. They were all presented with certificates of recognition.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

Approval of Minutes

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Vice Chair Pavone to approve the Minutes from the December 10, 2018 Regular Meeting. **MOTION CARRIED (6-0)**

Approval of Vouchers:

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

- AP Check Register 12/1/18 –12/31/18, Payroll 11/16/18 – 12/15/18. **MOTION CARRIED (6-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for January 14, 2019.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Marshall's report included the following:

- Admin Office Move Complete: The Headquarters move to Station 13 was a success. We look forward to working closer to the members who perform our day-to-day services throughout the community.
- Labor Agreements: We have formally approved both L864 contracts (Firefighter – Captain, and BC). We appreciate the Local's support and collaboration to build an agreement that provides for the sustainability of the RRFA and takes care of our members.
- New Shift Schedule and New FS15 Firefighters: We have successfully completed our change to a 4-platoon system. This system builds consistencies in our work-force. This also raises our total number of crews to 28 for 7 stations as compared to 18 for our previous 6 stations. Since our members were allowed to choose their stations, we are already seeing a heightened level of ownership in the stations they chose.
- Station 15 Update: Fire Station 15 is nearing completion and Engine 15 is officially in service. As of now, Engine 15 is operating out of Station 12. We have tentatively scheduled the ribbon cutting for February 23, 2019 and will schedule an open house when the weather improves.
- Recent Windstorm: On Sunday, January 6 around 1:00 a.m., we opened up the Department Operations Center (DOC) to respond to a reported windstorm. Deputy Chief Roy Gunsolus assisted the Battalion Chief with the DOC operations while they handled other responses. With the recent Battalion Chief Training on Storm Procedures and the improvements to processes made by Valley Comm, the system worked well. We dispatched about 35 calls through the DOC.
- Tragic Shooting: On Tuesday, December 18, there was a shooting in Station 13's area. A13 had limited involvement and the call was primarily a PD incident. We have ensured that the crew that responded is doing okay emotionally and has the help of our Peer Support Team.

DIVISION REPORTS

There were no Division reports.

CORRESPONDENCE

Thank You Letter from King County Fire District #20:

Chief Marshall received a note from King County Fire District #20 thanking the RRFA for our assistance with district-wide coverage so that all KCFD20 members could attend the memorial service for retired Fire Chief Mark Fitzgerald.

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Results from 2016-2017 Accountability and Financial Audits

The RFA met with the State Auditor's Office and received the results from the 2016-2017 Accountability and Financial Audits. There were no major issues found.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Appointment of 2019 Chair and Vice Chair of the RRFA Governance Board

A **MOTION** was made by Board Chair Meikle and **SECONDED** by Board Member Prince to nominate Armondo Pavone as the Board Chair for 2019. **MOTION CARRIED (6-0)**

A **MOTION** was made by Board Member Morrell and **SECONDED** by Board Member Prince to nominate Kerry Abercrombie as the Board Vice Chair for 2019. **MOTION CARRIED (6-0)**

Service Agreement for Paramedic Instruction:

This is a two year contract to provide EMS instruction to all of our Firefighters/EMT's. The contract includes competency based training and run review six times a year. The details of the training time and hours are in Appendix A of the contract.

A **MOTION** was made by Board Vice Chair Pavone and **SECONDED** by Board Member Prince to adopt the contract for services between Paramedic Instructor Sylvia Feder and the RRFA and approve Chief Marshall to sign on behalf of the RRFA Board. **MOTION CARRIED (6-0)**

Benefit Charge Hearing Process Dates:

Fire Authorities are required by state law to hold a petition hearing for property owners who feel that their Benefit Charge has been inaccurately calculated. The hearing process must take place over a two week period.

After consulting with Puget Sound Regional Fire Authority and legal counsel and after conferring with the Governance Board, staff is recommending the following dates and times for the Benefit Charge petition process: Deadline for Petitions: February 6, 2019 at 4:30 p.m., Petition Hearing Begins: February 25, 2019 at 10:00 a.m., Petition Hearing: February 27, 2019 at 5:00 p.m., and Final Ruling: March 11, 2019 at 10:00 a.m.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Vice Chair Pavone to adopt the 2019 RRFA Petitions Schedule as presented. **MOTION CARRIED (6-0)**

Resolution 2019-1 Canceling the May 27, November 11, and December 23 RFA Board Meetings:

The Governing Board is currently scheduled to hold Board meetings on May 27, 2019, November 11, 2019, and December 23, 2019. Staff recommends canceling these meetings due to the holidays.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Vice Chair Pavone to adopt Resolution 2019-1 canceling the May 27, 2019, November 11, 2019, and December 23, 2019 RFA Governing Board Regular Meetings. **MOTION CARRIED (6-0)**

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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.*
- *Executive Session pursuant to RCW 42.30.140(4)(a) to discuss a pending grievance under the collective bargaining agreement.*

Executive Session was called at 10:45 a.m. for 20 minutes. At 11:03 a.m., another 15 minutes was requested. The meeting reconvened at 11:18 a.m.

A **MOTION** was made by Board Vice Chair Pavone and **SECONDED** by Board Member Prince to give the authorization for the Fire Chief to sign the contracts for the administrative positions. **MOTION CARRIED (6-0)**

GOOD OF THE ORDER

Board Vice Chair Pavone announced that the City Council will be approving the request for lodging tax funds for the WSCFF (Washington State Council of Firefighters) convention. He also wanted to thank Board Chair Meikle for all of his work as Chair during 2018.

Commissioner Sartnurak announced that Fire District #40 will be moving their office from Station 13 to Station 17 on January 23rd.

FUTURE MEETINGS

The next meeting is scheduled for Monday, January 28, 2019, 10:00 a.m. at Fire Station #13 (18002 108th Ave. S.E., Renton).

ADJOURNMENT

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Vice Chair Pavone to adjourn the meeting at 11:24 a.m. **MOTION CARRIED (6-0)**



Armondo Pavone, Board Chair



Linda Mann, Board Secretary