



Renton Regional Fire Authority
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MINUTES

RFA Governance Board Regular Meeting & Benefit Charge Hearing

10:00 A.M. – Monday, February 25, 2019

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

CALL TO ORDER AND FLAG SALUTE

Governance Board 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, Chair (City of Renton)
Kerry Abercrombie, Vice Chair (Fire District 25)
Myron Meikle (Fire District 25)
Marcus Morrell (Fire District 25)
Ed Prince (City of Renton)
Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

Governance Board Members Not Present:

Don Persson (City of Renton)

Administrative Staff Present:

Chief Rick Marshall, Deputy Chief Chuck DeSmith, Chief Administrative Officer Samantha Babich, Fire Marshal Anjela St. John, Battalion Chiefs Bob Homan and Rick Myking, Lieutenant Rick Laycock, Firefighter Guyll, Sr. HR Analyst Jennifer Zinck, Communications Manager Katie Lewis, Administrative Assistant Sheila Madsen, Facilities Manager Kyle Kauzlarich, and Administrative Secretary Linda Mann.

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

AGENDA MODIFICATIONS

Add Fire Benefit Charge Hearing to agenda after Announcements, Proclamations, and Presentations.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Promotion Ceremony

Renton Regional Fire Authority will promote seven people, effective March 1, 2019:

- Will Aho – Captain to Battalion Chief/Safety Officer
- Jeff Vollandt – Captain to Battalion Chief/Safety Officer
- Dan Hawkins – Lieutenant to Captain
- Ryan Simonds – Lieutenant to Captain
- Steve Wright – Lieutenant to Captain
- Shawn Phipps – Firefighter to Lieutenant

GOVERNANCE BOARD REGULAR MEETING MINUTES

February 25, 2019

Page 2 of 4

- Chip Slothower – Firefighter to Lieutenant

They were all presented with a badge and helmet with their new rank by Chief Marshall.

FIRE BENEFIT CHARGE HEARING

The Renton Regional Fire Authority Governing Board convened as the Benefit Charge Petitions Review Board pursuant to RCW 52.26.250. The Review Board will remain convened until Monday, March 11, 2019. The Review Board will hold two public hearings to receive petitions, the first being February 25, 2019 and the second being February 27, 2019.

Deputy Chief Chuck DeSmith gave a Staff Report which included a summary of petitions.

Docketed Appeals:

CCAS Property and Construction Petition, Parcel #7840800105

Petitioner was not present for the hearing. The parcel has been used to support the K-8 Education including storage for school supplies (chairs, desks, etc.). CCAS is petitioning that the parcel is exempt from the benefit charge per RCW 52.26.180. The petitioner is requesting present and future exemption from the benefit charge. Staff recommendation is to approve the request to change the Fire Benefit Charge status to FBC-X (exempt).

At 10:28 a.m., the Benefit Charge Hearing was recessed to reconvene at 5:00 p.m. on February 27, 2019. The Regular Meeting then resumed.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

Approval of Minutes

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Meikle to approve the Minutes from the February 11, 2019 Regular Meeting. **MOTION CARRIED (5-0)**

Approval of Vouchers:

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

- AP Check Register 2/01/19 - 2/15/19, Payroll 1/16/19 – 1/31/19. **MOTION CARRIED (5-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for February 25, 2019.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Marshall's report included the following:

- 2019 Promotions: Effective March 1, 2019, there will be seven people promoted. They were recognized in a ceremony earlier in the meeting.

GOVERNANCE BOARD REGULAR MEETING MINUTES

February 25, 2019

Page 3 of 4

- Recognition Awards: Please join Chief Marshall in congratulating the following members for Member of the Year and Top Company Awards: EMT of the Year, 2018 – Jonathan Sarreal, Firefighter of the Year, 2018 – Brett Bigger, Officer of the Year, 2018 – Fred Heistuman, Civilian of the Year, 2018 – Eric Donnerstag, Top Engine Company, 2018 – Engine 11, A Shift, Top Ladder Company, 2018, - Ladder 11, C Shift, Top Aid Unit, 2018 – Aid 13, A Shift. The members will be recognized at the Members Celebration Event on March 9, 2019.
- Station 15 Ribbon Cutting: We had a great crowd out for our Station 15 Ribbon Cutting! Thank you to everyone who was able to make it. We look forward to scheduling an open house later this year.
- SKCFTC Board Meeting: On Thursday, February 21, Chief Marshall attended the South King County Fire Training Consortium Board meeting where they discussed several items, including the addition of several more departments including Snoqualmie, South King (Federal Way), and Mountain View (East Auburn/Enumclaw), cost reductions due to economy of scale, a best practice and standardization for termination of recruits who fail to meet expectations, and wildland firefighting training.
- Changes to Logistics: Changes are coming to our Logistics Consortium. Working collaboratively with L864, we will be replacing the uniformed firefighter position in Logistics with a civilian buyer. This will allow us to increase efficiency, ensure continuity and provide for better coordination with our finance team and procurement policy.
- Information Technology Transition: Overall project planning is complete with the final transition planned to take effect on December 15. Currently, we are in the final stages of reviewing network carrier proposals for service, and anticipate settling contracts by the first of April. The RRFA Core network design proposals are completed and we are currently reviewing the design and pricing. The network will provide for both data and voice network services and also plans for enhanced high speed Wi-Fi service at all stations. Evaluation of Microsoft licensing and plan pricing and features is wrapping up. We are considering the alternatives of either Cloud Services (Office 365) or On-premise servers. The next major project milestone is to complete a full appraisal of line-of-business applications and transfer/transition plans. This will allow us to then complete our assessment of requirements for servers.

DEPARTMENT REPORTS

All department reports were provided to the Board for their review.

CORRESPONDENCE

Thank You Letter – Tukwila Fire Department

Chief Marshall received a letter from Chief Jay Wittwer with the Tukwila Fire Department thanking the RRFA for our assistance with a HazMat incident on January 31, 2019.

Thank You Note – Bothell Fire

Chief Marshall received a note from Bothell Fire Department thanking him for the opportunity to have one of their Battalion Chiefs visit for the day and see how the RRFA operates.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Final Budget Approval:

After receiving final revenue numbers and adjusting line items accordingly, the RRFA is presenting the 2019 Final Budget for Board approval.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Meikle to approve and adopt the 2019 RRFA Final Budget. **MOTION CARRIED (5-0)**

Planning Section ILA

Beginning 2 ½ years ago, Renton Regional Fire entered into an agreement with Puget Sound Regional Fire to develop a Joint Planning Section to work on common issues including Standards of Cover, Capital Facilities Plans, Benefit Charge management, and data analysis. This ILA formalizes an ongoing relationship and provides for a clear governance of the program. The cost to the RRFA in 2019 has been included and approved in the budget.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Vice Chair Abercrombie to approve the ILA between Puget Sound Fire and Renton Regional Fire for joint Planning operations and authorize the Fire Chief to sign on behalf of the Board. **MOTION CARRIED (5-0)**

GOOD OF THE ORDER

There was no good of the order.

EXECUTIVE SESSION


There was no executive session.

FUTURE MEETINGS

A special meeting is scheduled for Wednesday, February 27, 2019, 5:00 p.m. at Fire Station #13 (18002 108th Ave. S.E., Renton). The next regular meeting is scheduled for Monday, March 11, 2019, 10:00 a.m. at Fire Station #13 (18002 108th Ave. S.E., Renton).

ADJOURNMENT

The meeting was adjourned at 10:53 a.m.



Armondo Pavone, Board Chair



Linda Mann, Administrative Secretary