



Renton Regional Fire Authority  
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## MINUTES

### RFA Governance Board Regular Meeting

10:00 A.M. – Monday, May 13, 2019

Fire Station #16 – 12923 156<sup>th</sup> Ave S.E., Renton

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### 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, Deputy Chief Roy Gunsolus, Chief Administrative Officer Samantha Babich, Fire Marshal Anjela St. John, Battalion Chief Mark Seaver, Captain Gary Harsh, Lieutenants Laycock, Hyslop, Slothower, and Krystofiak, Firefighters Bloomquist, Adams, and Olney, Facilities Manager Kyle Kauzlarich, Fleet Manager Brice Callaway, Communications Manager Katie Lewis, Administrative Assistant Sheila Madsen, and Administrative Secretary Linda Mann.

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

At 10:02 a.m., Board Member Persson arrived.

### AGENDA MODIFICATIONS

There were no agenda modifications.

### ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

There were no announcements, proclamations, or presentations.

### PUBLIC COMMENT

There were no public comments.

### CONSENT AGENDA

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A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Meikle to approve the consent agenda for May 13, 2019. **MOTION CARRIED (6-0)**

### **SIGNING OF VOUCHERS**

The members of the Finance Committee signed the Voucher Approvals for May 13, 2019.

### **BOARD COMMITTEE REPORTS**

There were no Board Committee reports.

### **CHIEF'S REPORT**

Chief Marshall's report included the following:

- **Members of the Quarter:** Please join Chief Marshall in congratulating Dan Johnston as Firefighter of the 1st quarter and Stephen Rawson as Officer of the 1st Quarter!
- **AWC – Labor Relations Institute:** On May 2nd and 3rd, Deputy Chiefs Roy Gunsolus and Chuck DeSmith attended the Labor Relations Institute in Yakima, WA. While there, they learned techniques to better understand the current legal landscape and navigate emerging trends, and learned to solve unique problems and improve employee-management relations.
- **Phase 2 IT Stand Up Contracts:** In an effort to prepare for the end of our Information Technology ILA with the City of Renton, CAO Babich and her team have worked to secure contracts and supplemental documentation from various vendors. This will be to ensure our stations, headquarters, and the Department Operations Center (DOC) all function properly as of January 1, 2020. We will be presenting the board with a summary of contracts for approval.
- **New Firefighter Interviews:** Our Human Resources section members have been hard at work last week with scheduling and facilitating interviews for over 100 candidates. The candidates with over 70% score will move on to the second round of interviews. Kudos to our 4 panel members and HR all who are involved in this process. Chief Marshall would also like to recognize the work of the HR team for continuing to make improvements to our hiring process!
- **Executive Team Retreat:** On May 9, the Executive team met to have an all-day retreat where we gained greater understanding of each other's communication styles and committed to improving the ways we communicate with one another. In addition, we created both a shared vision for our team and our vision for the future of the organization.
- **DES Surplus Revenue:** Chief Marshall has attached a summary of all Department of Enterprise Services (DES) surplus revenue for 2018. While these numbers are negative on the report, remember that it is reflecting a credit back to the accounts listed.

### **DEPARTMENT REPORTS**

There were no department reports.

### **CORRESPONDENCE**

There was no correspondence.

### **UNFINISHED BUSINESS**

There was no unfinished business.

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### NEW BUSINESS

#### IT Expenditure Request

Presented for approval are 11 contracts for phase two of the IT stand up project. They include the following:

- CDW-Gov Nutanix data servers
- CDW-Gov Network servers
- CDW-Gov MS Office 365/SQL server
- CDW-Gov NetMotion VPN server
- Right!Systems Cisco Meraki equipment
- Right!Systems Implementation
- Tri-tec Mitel Telephone system
- Tri-tec Implementation
- CenturyLink Data (Annual)
- CenturyLink Voice (Annual)
- ESRI Online

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Persson to approve the proposed IT expenditures in the amount of \$526,097 plus an additional \$50,000 in contingency and authorize the Fire Chief to sign applicable contracts and service agreements. Use of contingency funds in excess of \$1000 requires Board Chair authorization. **MOTION CARRIED (6-0)**

### GOOD OF THE ORDER

Fire District #40 would like to have another meeting with the Governance Board to discuss the contract formula. They provided Chief Marshall with two possible dates so he is going to email those dates to the Board and then finalize the date and let Fire District #40 know.

Deputy Chief Chuck DeSmith, Facilities Manager Kyle Kauzlarich, and Captain Gary Harsh provided the Governance Board with a tour of Fire Station 16.

### EXECUTIVE SESSION

There was no executive session.

### FUTURE MEETINGS

The next meeting is scheduled for Monday, June 10, 2019, 10:00 a.m. at Fire Station #14 (1900 Lind Ave S.W., Renton).

### ADJOURNMENT

The meeting was adjourned at 10:44 a.m.



Armando Pavone, Board Chair



Linda Mann, Administrative Secretary