



Renton Regional Fire Authority
18002 108th Ave SE
Renton, WA 98055
Office: (425) 430-7000
Fax: (425) 430-7044

MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, June 24, 2019

Fire Station #11 – 211 Mill Ave. S., Renton

CALL TO ORDER AND FLAG SALUTE

Governance Board Vice Chair Abercrombie called the Regular Meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

ROLL CALL

Governance Board Members Present:

Kerry Abercrombie, Vice Chair (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)

Governance Board Members Not Present:

Armondo Pavone, Chair (City of Renton)
Myron Meikle (Fire District 25)

Administrative Staff Present:

Chief Rick Marshall, Deputy Chief Chuck DeSmith, Deputy Chief Roy Gunsolus, Fire Marshal Anjela Barton, Battalion Chiefs Will Aho, and Rick Myking, Captain Jim Ochs, Lieutenants Robbie Hyslop, and Dylan Guyll, Firefighters Boyer, and Donnell, Sr. HR Analyst Jennifer Zinck, Facilities Manager Kyle Kauzlarich, Communications Manager Katie Lewis and Administrative Secretary Linda Mann.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Persson to excuse the absent Board Members from the meeting. **MOTION CARRIED (4-0)**

AGENDA MODIFICATIONS

A request was made to move new business to after the consent agenda.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

There were no announcements, proclamations, or presentations.

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 Morrell to approve the minutes from the June 5, 2019 Special Meeting. **MOTION CARRIED (4-0)**

GOVERNANCE BOARD REGULAR MEETING MINUTES

June 24, 2019

Page 2 of 4

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Persson to approve the minutes from the June 10, 2019 Regular Meeting. **MOTION CARRIED (4-0)**

Approval of Vouchers

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

- AP Check Register 6/1/19 – 6/15/19, Payroll 5/16/19 – 5/31/19. **MOTION CARRIED (4-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for June 24, 2019.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Marshall's report included the following:

- **Congratulations are in Order:** Renton RFA recognizes Jennifer Zinck, who recently received her Professional in Human Resources (PHR) certification through the HR Certification Institute, and is now a certified PHR.
- **Senior Center Coffee:** On Monday, June 17, Chief Marshall had the pleasure of spending time with several of the residents at the Renton Senior Center. They had coffee and talked about life while playing a game of bocce ball.
- **Meeting with National Leadership:** In a recent trip to Washington D.C., Chief Marshall joined other fire chiefs, Washington State Patrol and King County Sheriff members to meet with national leadership and discuss the future of emergency response and communication interoperability. Among those leaders were Congressman Rick Larsen, Congresswoman Suzanne Delbene, Congresswoman Dr. Kim Schrier, Senator Patty Murray and Senator Maria Cantwell. As a note, travel was covered by NORCOM.
- **Meeting with Congressman Adam Smith:** Congressman Adam Smith and Chief Marshall reviewed how Renton RFA is providing service to our constituents and discuss support needs. The conversation included issues of first responder interoperability, urban interface/wildland fire concerns, and effective management of non-emergency calls on emergency response. Chief Marshall outlined several ways Renton RFA is tackling these obstacles through strategic planning and strong relationships with other local agencies.
- **Urban Interface Fire Prevention:** Crews from Station 17 attended a home owners meeting in the Fairwood area to discuss things homeowners can do to create safe spaces around their home, including removal of natural vegetation and debris. FF Elliot has recently received training in wildland firefighting.
- **EMS Advisory Committee:** On Wednesday, June 19, Chief Marshall attended the EMS Advisory Committee meeting. This meeting focused on BLS and ALS allocations for the Medic One levy. There was considerable discussion on Core Services Grants and challenges with smaller ALS programs ability to contain costs with increased labor costs.
- **Information Technology Transition Update:** As the Board has noticed in our vouchers, we have paid for and received the first round of hardware and are working to install it.
- **Governance Board Notifications:** In keeping in line with our procurement process and policy, Chief Marshall is notifying the Board of the following purchases: Stryker Cot

GOVERNANCE BOARD REGULAR MEETING MINUTES

June 24, 2019

Page 3 of 4

Maintenance Contract for \$20,687.40, and Commercial Office Interiors – KCDA for \$28,886.25. These have already been shown on vouchers.

- KCFCA Diversity Initiative Conference: Chief Marshall has included results of a survey that was conducted after the Diversity Workshop that he led for King County Fire Chiefs, HR professionals, and community leaders. The outcomes were not really a surprise to him and they are the reasons why he is continuing to push for increased community engagement and recruitment.
- Meeting with RPD Chief VanValey: Continuing with collaborative efforts between the RRFA and Renton Police to provide the highest level of safety and service to our community, Chief Marshall met with Police Chief Ed VanValey. They discussed protocol for Naloxone administration, Fourth of July fireworks ban enforcement, and ways to better communicate when there is cross-over between our respective agencies.
- Fatal Shootings in Downtown Renton: On Sunday, June 16 at 10:15 PM, RRFA crews responded to a shooting that took place at Cheers on the corner of S 2nd & Williams. This is the third shooting in three shifts. The previous two shootings include a self-inflicted gunshot, and a homicide.

DEPARTMENT REPORTS

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

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Governing Board Committee Formation

A request was made to have a discussion to determine the potential frequency in conducting committee meetings for specific areas, including, but not limited to: Fleet and Facilities Capital Purchase and Planning, Annual Budget and Finance. This may allow for streamlining of regular meetings by conducting conversations of greater depth and specificity with staff prior to an item coming before the entire Board.

Since not all Board Members were present, it was decided to table this discussion until the next meeting.

Request for IT Equipment Procurement

Phase two of our IT stand up includes procurement of additional IT equipment including desktops, laptops, and mobile data terminals. This will replace approximately 80% of our existing equipment and will allow us to stand up and test our new IT system side-by-side while continuing to run computers on the City's network.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Persson to authorize the purchase of IT hardware as proposed in the attached CDW-G quote. **MOTION CARRIED (4-0)**

GOVERNANCE BOARD REGULAR MEETING MINUTES

June 24, 2019

Page 4 of 4

Fire Station #11 Basement Remodel:

This is the first phase of tenant improvement projects at FS11. We will be relocating the exercise room to the basement to allow future expansion of office space, laundry facilities, and a conference room in 2020. The basement space was not previously usable in 2018 due to occupation under lease by Renton Police.

Through the RFQ process, we have secured an architecture firm (Broderick Architects) to plan and create documentation for all future remodel projects. We solicited bids for the Fire Station #11 remodel, and Alegis Construction won the bid.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Morrell to approve the Alegis Construction contract for Chief Marshall to sign. **MOTION CARRIED (4-0)**

GOOD OF THE ORDER

Deputy Chief Chuck DeSmith, Facilities Manager Kyle Kauzlarich, and Captain Jim Ochs provided the Governance Board with a tour of Fire Station 11.

EXECUTIVE SESSION

There was no executive session.

FUTURE MEETINGS

The next meeting is scheduled for Monday, July 8, 2019, 10:00 a.m. at Fire Station #12 (1209 Kirkland Ave. N.E., Renton).

ADJOURNMENT

The meeting adjourned at 10:58 a.m.



Armondo Pavone, Board Chair



Linda Mann, Administrative Secretary