



Renton Regional Fire Authority
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Renton, WA 98055
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MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, September 9, 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)

Myron Meikle (Fire District 25)

Ed Prince (City of Renton)

Kerry Abercrombie, Vice Chair (Fire District 25)

Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

Governance Board Members Not Present:

Don Persson (City of Renton)

Marcus Morrell (Fire District 25)

Administrative Staff Present:

Chief Rick Marshall, Deputy Chief Chuck DeSmith, Chief Administrative Officer Samantha Babich, Fire Marshal Anjela St. John, Battalion Chief Will Aho, Fleet Manager Brice Callaway, Facilities Manager, Kyle Kauzlarich, Administrative Supervisor Christine Noddings, and Administrative Secretary Rhonda Heyden.

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

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

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Vice Chair Abercrombie to approve the consent agenda for September 9, 2019. **MOTION CARRIED (4-0)**

SIGNING OF VOUCHERS

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The members of the Finance Committee signed the Voucher Approvals for September 9, 2019.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Marshall's report included the following:

- **2020 Budget Workshop:** Budget season is in full swing again for all of the Budget Line Item Account Managers. On August 29, approximately twenty-five (25) members attended our annual budget workshop, and RRFA is one step closer to having the final 2020 budget in place. We were pleased to have GB member Kerry Abercrombie in attendance as well as two members from our Citizen Advisory Panel.
- **Fleet Shop Retrofit:** Deputy Chief DeSmith will have an agenda item today for generator replacement and Fleet shop tenant improvement in the amount of \$205,000. This cost is currently in the budget.
- **Salvation Army Advisory Board Meeting:** Chief Marshall was asked to attend the Salvation Army Advisory Board meeting on August 26th to discuss a variety of issues related to their involvement in our community. They continue to provide amazing service to those in need and like most non-profits, struggle to make ends meet. Chief Marshall has committed to having RRFA staff and Union support this year for their traditional holiday Kettle Drive. Board members will be given the opportunity to participate!
- **FD40:** It has been three months since we had our workshop with FD40. As you recall during the workshop, FD40 counsel stated after the executive session that they held, that there were only a couple minor issues that he felt the attorneys could resolve. Chief Marshall reached out to one of their Board members a little over a week ago and met to discuss what he believed was remaining. Chief Marshall learned that there are issues that continue to go far deeper. Brian Snure has reached out to FD40 counsel to see where they stand. Chief Marshall has also learned that FD40 has reached out to PSRFA for assistance with FBC management—something that is welcomed news. We are hopeful that FD40 will now join Puget Sound and Renton in our collaborative FBC process.
- **Engineer Testing:** We have completed the written testing and are now moving into the practical testing for Engineer. This is a new piece of our contract with L864 and Chief Marshall is immensely proud of the effort that candidates are putting into the process. Chief Marshall is also proud of the work that Jennifer Zinck, DC Gunsolus, and BC Homan have put into this tireless process. Chief Marshall is sure there are others as well, and each deserve recognition.
- **Dispatch Services:** As mentioned in the past, there has been considerable discussion and concern over a Valley Comm rate change for the RFA. This led Zone 3 Chiefs and Chief Marshall to pursue other options for service. Chief Marshall has meetings scheduled in the coming weeks with both NORCOM and Seattle Fire to explore service and costs. In the meantime, there has been significant progress with Valley Comm on a number of fronts. Chief Marshall is currently working with the Director on getting a service level agreement developed for all their agencies that will better define levels of service and expectations.
- **Accreditation:** Virtually every agency around Renton either already has worked or is working towards accreditation. In the past couple years, Chief Marshall has grown to appreciate that accreditation is far more than a sticker on the side of a fire truck—it is an

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ongoing evaluation that ensures to our citizens that we are doing what we say and spending their money how we are telling them we are. Our first step is to build a strategic plan. That said, Chief Marshall would like to inform the Board that he will likely be coming to the board mid-year with a request to pursue accreditation.

- Chamber of Commerce Board Position: Chief Marshall has accepted the opportunity to take a position on the Chamber of Commerce Board. This position provides yet another touch-point in our community that is vital to the RFA delivering relevant and effective service to our community.
- New Teacher Breakfast: Chief Marshall was able to attend the Renton School District New Teacher Breakfast held at Renton Technical College. It was exciting to represent the RFA and participate in welcoming all the new teachers to the school district.
- LNI Meeting: Chief Marshall was asked to attend a panel comprised of Washington Fire Chiefs, Washington Council of Fire Fighters, and LNI representatives on September 4th to discuss risk management, injury reduction best practices, and how to incentivize organizations to adopt them. This is a complicated topic that has much work left to do, but the end result will mean lower costs for workplace injury and a safer workplace for our employees.

DEPARTMENT REPORTS

There were no department reports.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

Governing Board Committee Formation

At the July 8, 2019 Board Meeting, the Board was in agreement that committees should be created for such things as Finance, Fleet, and Facilities. At the August meeting, it was decided that there will be two committees, one being Budget/Finance and the other being Operations and Capital. Each committee shall consist of at least one City of Renton Board Member and one District 25 Board member. The committees will meet on the 4th Monday of each month, beginning October 28th, 2019.

After further discussion to decide who should be on the committees, it was decided that the Chief will send an email to the Board Members to request their 1st and 2nd choices and then will meet with the Board Chair to make the final decision on who will serve on the committees.

No further action was taken.

NEW BUSINESS

Establish Public Hearing Dates

In order to meet the required deadlines for filing property tax levy and FBC information with the County, we are proposing two special meetings in order to hold a public hearing and to adopt a final levy amount.

Here are the proposed actions to be taken: 10/01/2019 – Publish special meetings as required, 10/14/2019 – Regular Governance Board Meeting, 10/23/2019 – Special Meeting – Public Hearing

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on A/V Levy (RCW 84.55.120) and Public Hearing on FBC (RCW 52.26.230), 11/12/2019 – Special Meeting – Adopt Levy (RCW 84.52.070), Adopt FBC (RCW 52.260.230), and Adopt Preliminary Budget, 11/13/2019 – Certify Levy to Assessor.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Meikle to hold a Special Meeting on 10/23/2019 at 10:00 a.m. at Renton RFA Station 13 for the purpose of holding public hearings regarding the Levy and the Fire Benefit Charge and a second Special Meeting on 11/12/2019 at 10:00 a.m. at Renton RFA Station 13 for the purpose of adopting the preliminary 2020 budget and setting both the levy and FBC. **MOTION CARRIED (4-0)**

Station 11 Generator Replacement and Fleet Shop Improvements

We would like to contract with Broderick Architects and Alegis Construction Inc. to replace the emergency generator at FS11 and build-out the RRFA Fleet Shop. The City of Renton will contribute \$87,000.00 towards the emergency generator from past capital replacement, and the RRFA Fleet Shop build-out will ready the shop to work by January, 2020. By combining the two projects, we were able to save \$100,000.00 in engineering and construction fees.

Both projects will begin in late October, and be completed by the end of the year. The CoR funds were from combined capital projects in 2015, and fits within the McKinstry Facility Assessment for FS11. The RRFA Fleet Shop build-out meets/exceeds the standards for shop credit in the Fleet Consortium ILA, and provides regional assistance to Zone 3 fire departments.

The Board requested a copy of the addendum referenced in the contract. Deputy Chief Chuck DeSmith will provide them with an electronic copy.

A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member Prince to approve the Alegis Inc. contract proposal and authorize the Fire Chief to sign, with the stipulation that the Board receives the rest of the information referenced in the contract and have had the chance to review and respond back, if necessary. **MOTION CARRIED (4-0)**

GOOD OF THE ORDER

The Station 13 tour was provided after the conclusion of the meeting.

EXECUTIVE SESSION

- *Executive Session pursuant to RCW 42.30.110(i), To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.*

Executive Session was called at 10:51 a.m. for 10 minutes. The meeting reconvened at 11:01 a.m.

FUTURE MEETINGS

The next meeting is scheduled for Monday, October 14, 2019, 10:00 a.m. at Fire Station #13 (18002 108th Ave S.E., Renton).

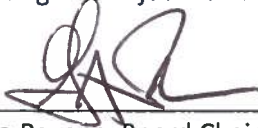
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ADJOURNMENT

The meeting was adjourned at 11:01 a.m.



Armondo Pavone, Board Chair



Linda Mann, Administrative Secretary