



Renton Regional Fire Authority

18002 108<sup>th</sup> Ave SE

Renton, WA 98055

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## MINUTES

### RFA Governance Board Regular Meeting

10:00 A.M. – Monday, October 14, 2019

Fire Station #13 – 18002 108<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)

Ed Prince (City of Renton)

Myron Meikle (Fire District 25)

Don Persson (City of Renton)

Marcus Morrell (Fire District 25)

#### Governance Board Members Not Present:

Kerry Abercrombie, Vice Chair (Fire District 25)

Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

#### Administrative Staff Present:

Chief Rick Marshall, Deputy Chief Roy Gunsolus, Deputy Chief Chuck DeSmith, Fire Marshal Anjela Barton, Battalion Chiefs Rick Myking, and Will Aho, Lieutenant Rick Laycock, Facilities Manager Kyle Kauzlarich, Fleet Manager Brice Callaway, Administrative Supervisor Christine Noddings, and Administrative Secretary Linda Mann.

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

### AGENDA MODIFICATIONS

Move Executive Session to before public comments. Move Announcements, Proclamations, and Presentations to after New Business.

### 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 was called at 10:01 a.m. for 15 minutes. The meeting reconvened at 11:17 a.m.

### PUBLIC COMMENT

There were no public comments.

### CONSENT AGENDA

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A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Prince to approve the consent agenda for October 14, 2019. **MOTION CARRIED (5-0)**

### **SIGNING OF VOUCHERS**

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

### **BOARD COMMITTEE REPORTS**

There were no Board Committee reports.

### **CHIEF'S REPORT**

Chief Marshall's report included the following:

- **Washington Fire Administrative Support (WFAS) Conference:** Every year, administrative professionals from all over Washington state come together to grow, inspire and celebrate successes in Fire Administration. Chief Marshall attended with Sheila Madsen and Christine Noddings from our administrative team. Chief Marshall would like to personally thank Sheila for her time and dedication on the WFAS board the past two years, and highlight her well-deserved nomination she received at the conference for "Administrative Support Professional of the Year."
- **Spanish Language CPR and First Aid Classes:** Renton RFA has worked strategically since its inception to create a workforce capable of connecting with the community through public service on a deeper level. One of the organization's newer members, Firefighter Hector Luevano, joined the CPR program in early 2019 as an instructor. When a nearby company reached out to the CPR program administration seeking WISHA and OSHA approved CPR and First Aid training for its employees, Renton RFA was prepared. Fluent in Spanish, Hector volunteered to conduct the class and translate the curriculum and visual aids to ensure that the learning environment remained clear and effective, completing the first-ever fully Spanish language CPR/First Aid class.
- **Executive Leadership Academy:** The Seattle Fire Department in conjunction with the University of Washington Foster School of Business has started an Executive Leadership Academy for fire service executive training. DC Roy Gunsolus has been accepted in the program along with fire service executives from throughout King County. For his team project Chief Marshall has recommended that they reach out to their respective elected officials for input. He will be working with the Board Chair to see who would be interested.
- **New Firefighters:** We have made conditional job offers to 5 new firefighters. They will start the academy in January. We are finally approaching our optimal staffing number of 142 line firefighters, but there are also several retirements likely happening next year.
- **Purchases:** Per policy, Chief Marshall is notifying the Board of the following purchases: Nederman Exhaust System for Fleet Tenant Improvement (\$43,554.59), and SeaWestern new Recruit PPE Fall 2019 (\$43,564.62).

### **DEPARTMENT REPORTS**

There were no department reports.

### **CORRESPONDENCE**

There was no correspondence.

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### 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.

It was decided that the committees will meet on the 4<sup>th</sup> Monday of each month, beginning October 28<sup>th</sup>, 2019. The Operations and Capital Committee will consist of Board Members Prince, Abercrombie, and Meikle. The Budget and Finance Committee will consist of Board Members Pavone, Persson, and Morrell. All meetings will be announced publicly and citizens are welcome to attend.

No action was taken.

### NEW BUSINESS

#### King County/RRFA Benefit Charge ILA

Fire Districts in King County have been in negotiations with King County regarding County structures and benefit charge exemption. This has led to the development of an ILA covering identified parcels and the charge for protection.

Staff has worked with our attorney, King County and other fire districts to develop the attached ILA. We are currently working on validating the addendum listing parcels and revenue. We are asking for approval of the ILA pending agreement on the addendum attached.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Persson to approve the ILA between King County and the RRFA and authorize the Fire Chief to sign on behalf of the Board, pending finalization of the property addendum. **MOTION CARRIED (5-0)**

#### Bunker Gear Replacement

Firefighter protective clothing (Bunker Gear) has a life-span of ten years. Each year we budget for the replacement of expired gear within an established replacement cycle. This expense is within the 2019 budget.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Meikle to approve the replacement of identified bunker gear and to authorize its purchase by Logistics. **MOTION CARRIED (5-0)**

### ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

#### FDCARES Update

Battalion Chief Rick Myking presented an update on the FDCARES pilot program. Some highlights included the following:

- Relocated patients to more appropriate living situations.
- Connected patients to primary care, behavioral health, and social service providers.
- Coordinated care with health and social service providers to ensure patient continuity.

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Preliminary Budget Presentation

Chief Marshall presented the preliminary 2020 budget to the Board. A summary of the budget included:

- Total revenue of \$42,410,931, which consists of property tax, fire benefit charge, FD 40 contract, EMS levy, permits and fees, and other revenues.
- Total expenditures of \$42,410,931, which consists of salaries and wages, payroll tax and benefits, supplies, small tools, furnishings, appliances, professional services, communication, travel, training, repair and maintenance, insurance/tax, misc. services, utilities, operating rentals, intergov services, debt service, and transfers out.

GOOD OF THE ORDER

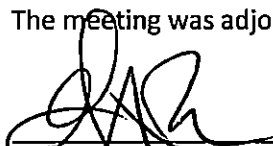
There was no good of the order.

FUTURE MEETINGS

The next meeting is scheduled for Wednesday, October 23, 2019, 10:00 a.m. at Fire Station #13 (18002 108<sup>th</sup> Ave S.E., Renton).

ADJOURNMENT

The meeting was adjourned at 11:45 a.m.

  
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Armondo Pavone, Board Chair

  
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Linda Mann, Administrative Secretary