



Renton Regional Fire Authority

18002 108th Ave SE

Renton, WA 98055

Office: (425) 276-9500

Fax: (425) 276-9592

MINUTES

RFA Governance Board Regular Meeting

9:00 A.M. – Monday, March 9, 2020

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

CALL TO ORDER AND FLAG SALUTE

Governance Board Chair Abercrombie called the Regular Meeting to order at 9:00 a.m. and led the Pledge of Allegiance.

ROLL CALL

Governance Board Members Present:

Kerry Abercrombie, Chair (Fire District 25)

Marcus Morrell (Fire District 25)

Ryan McIrvine (City of Renton)

Myron Meikle (Fire District 25)

Randy Corman (City of Renton)

Governance Board Members Not Present:

Ruth Pérez, Vice Chair (City of Renton)

Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

Administrative Staff Present:

Chief Rick Marshall, Chief Administration Officer Samantha Babich, Captain Dan Hawkins, Lieutenants Rick Laycock, and Robbie Hyslop, and Administrative Specialist Linda Mann.

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

At 9:56 a.m., Board Member Sartnurak arrived.

AGENDA MODIFICATIONS

It was requested to add the Fire Benefit Charge (FBC) Hearing to the agenda after announcements, proclamations, and presentations.

A **MOTION** was made by Board Member Morrell and **SECONDED** by Board Member Corman to add the Fire Benefit Charge (FBC) Hearing to the agenda after Announcements, Proclamations, and Presentations. **MOTION CARRIED (5-0)**

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

There were no announcements, proclamations, or presentations.

FIRE BENEFIT CHARGE HEARING

The Renton Regional Fire Authority Governing Board reconvened as the Benefit Charge Review Board, pursuant to RCW 52.26.250. The Review Board initially convened on February 10, 2020 and

GOVERNANCE BOARD REGULAR MEETING MINUTES

March 9, 2020

Page 2 of 4

held a public hearing. The second scheduled hearing for February 25, 2020 was canceled as there were no petitions to be brought before the Board.

RRFA staff have administratively reviewed 119 individual petitions with a total of 160 requests and resolved 160 petition requests for adjustment.

ACTIONS

A **MOTION** was made by Board Member McIrvine and **SECONDED** by Board Member Morrell to approve all Administrative Adjustments as recommended by staff. **MOTION CARRIED (5-0)**

A **MOTION** was made by Board Member McIrvine and **SECONDED** by Board Member Corman to approve all Administrative Denials that were not submitted to the Benefit Charge Review Board as recommended by staff. **MOTION CARRIED (5-0)**

At 9:06 a.m., the Benefit Charge Hearing for 2020 was closed and the regular meeting resumed.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

It was requested to amend the minutes to reflect that Chairman Abercrombie will represent the Board at the Strategic Planning meetings.

A **MOTION** was made by Board Member McIrvine and **SECONDED** by Board Member Morrell to amend the minutes as suggested by the Chair. **MOTION CARRIED (5-0)**

A **MOTION** was made by Board Member Morrell and **SECONDED** by Board Member Corman to approve the consent agenda for March 9, 2020. **MOTION CARRIED (5-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for March 9, 2020.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Marshall's report included the following:

- **COVID-19 Update:** Over the past week Chief Marshall has participated in countless teleconferences regarding the COVID-19 pandemic. In addition, the Executive team met on Friday, March 6 to discuss our Continuity of Operations Plan. The RRFA is taking aggressive and appropriate steps to prevent exposure to both our employees and the community we encounter. We are also working closely with King County and City of Renton officials to coordinate an effective response to this crisis. As part of our response, we have postponed the promotional ceremony set for today and several training classes. In addition, we are implementing a temporary remote work schedule to minimize exposure to our employees.
- **2020 Promotions:** Effective March 1, 2020, the following promotions have taken place: Firefighter Marc Donnell to Lieutenant, Lieutenant Nathan Blakeslee to Captain, Lieutenant

GOVERNANCE BOARD REGULAR MEETING MINUTES

March 9, 2020

Page 3 of 4

Josh Brown to Captain, Captain Steve Winter to Battalion Chief/Safety Officer, Battalion Chief/Safety Officer Mark Seaver to Deputy Chief of Support Services, and Deputy Chief Roy Gunsolus to Assistant Fire Chief. Deputy Chief Chuck DeSmith is now Deputy Chief, Emergency Medical Services/Safety.

- Recognition Awards: Please join Chief Marshall in congratulating the following members for Member of the Year and Top Company awards: EMT of the Year 2019 – Patrick Boltz, Firefighter of the Year 2019 – Daniel Johnston, Officer of the Year 2019 – Daniel Hawkins, Civilian of the Year 2019 – Rhonda Heyden, Top Engine Company 2019 – E317, D Shift (Cpt. Steve Wright, FF Keith Wall, and FF Patrick Stalnaker), Top Ladder Company 2019 – L311, C Shift (Captain Jim Ochs, FF Dave Laha, and FF Alex Keith), and Top Aid Unit 2019 – A313, A Shift (FF Riley McDuffy, and FF Patrick Boltz).
- Renton Regional Community Foundation: This month, the RRCF held their *Celebrate! The Love of Community* event to induct new community members into the League of Extraordinary Givers and raise funds for local nonprofits that have partnered with them. The RRFA has a fund with Community Foundation and has been a strong supporter over the years. This year, Chief Marshall had the privilege of sitting with members of Puget Sound Energy – another strong supporter of the Foundation and our Community.
- Renton Chamber Board Meeting: On February 20th, Chief Marshall attended the Chamber of Commerce Board meeting. We are developing our strategic initiatives and working diligently to make the Chamber financially stable and provide tools to help our businesses thrive.
- South King County Fire Training Consortium Admin Board Meeting: Chief Marshall met with SKCFTC board members on February 27th to discuss adjustments to the budget and replacement of the outgoing Deputy Chief of Training. The Admin Board is made up of the Fire Chiefs from each participating agency and ensures that we have representation in the direction and costs associated with the consortium.
- Center for Public Safety Excellence Hearings: Deputy Chief Mark Seaver and Chief Marshall attended the CPSE Hearings in Orlando Florida last week. This proved to be the single most significant experience we have had thus far as we continue to press towards accreditation. We not only learned a lot about the process, but also built several invaluable relationships that will help us move forward.
- Purchases: Chief Marshall is notifying the Board of the following purchases: ESO Licensing/Setup Contract (\$28,725.00), New Recruit PPE (\$26,203.10), and Replacement Bunker Gear (\$52,388.60).

DIVISION REPORTS

There were no division reports.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Adoption of Final 2020 Operating Budget

GOVERNANCE BOARD REGULAR MEETING MINUTES

March 9, 2020

Page 4 of 4

The preliminary budget was adopted by the Governance Board in September of 2019. Since then, we have received final numbers for revenue and expenditures and have updated the budget accordingly.

A **MOTION** was made by Board Member Morrell and **SECONDED** by Board Member Corman to approve the 2020 Budget as presented. **MOTION CARRIED (5-0)**

Approval of Employment Contracts

Employment contracts are used for Executive Team members to outline employment terms and conditions. New contracts are required due to promotions, expiration of existing contracts, and updated language.

A **MOTION** was made by Board Member Morrell and **SECONDED** by Board Member Corman to approve the Executive Team employment contracts as presented. **MOTION CARRIED (5-0)**

GOOD OF THE ORDER

There was no good of the order.

EXECUTIVE SESSION

There was no executive session.

FUTURE MEETINGS

Monday, March 23, 2020, 9:00 a.m., Budget and Finance Committee Meeting, Fire Station #13 (18002 108th Ave. S.E., Renton)

Monday, March 23, 2020, 10:30 a.m., Operations and Capital Committee Meeting, Fire Station #13 (18002 108th Ave. S.E., Renton)

Monday, April 13, 2020, 9:00 a.m., Governance Board Regular Meeting, Fire Station #13, (18002 108th Ave. S.E., Renton)

ADJOURNMENT

A **MOTION** was made by Board Member Morrell and **SECONDED** by Board Member Corman to adjourn the meeting at 10:00 a.m.



Kerry Abercrombie, Board Chair



Linda Mann, Administrative Specialist