



Renton Regional Fire Authority
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MINUTES

RFA Governance Board Regular Meeting

4:00 P.M. – Tuesday, August 11, 2020

Videoconference

CALL TO ORDER AND FLAG SALUTE

Governance Board Chair Abercrombie called the Regular Meeting to order at 4:02 p.m.

ROLL CALL

Governance Board Members Present:

Kerry Abercrombie, Chair (Fire District 25)

Ruth Pérez, Vice Chair (City of Renton)

Marcus Morrell (Fire District 25)

Ryan McIrvine (City of Renton)

Myron Meikle (Fire District 25)

Linda Sartnurak (Non-voting Advisory Position, Fire District 40)

Governance Board Members Not Present:

Randy Corman (City of Renton)

Administrative Staff Present:

Chief Rick Marshall, Chief Administration Officer Samantha Babich, Assistant Chief Roy Gunsolus, Deputy Chief Chuck DeSmith, Deputy Chief Mark Seaver, Fire Marshal Anjela Barton, RFA Legal Counsel Brian Snure, Battalion Chief Will Aho, Captain Dan Hawkins, IT Technician Wyatt Humphreys, Senior Finance Analyst Jennifer Zhou, Administrative Supervisor Christine Noddings, and Administrative Specialist Dudley Jackson.

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

At 4:53 p.m., Board Member Corman joined the meeting.

AGENDA MODIFICATIONS

The scheduled executive session was cancelled. Chair Abercrombie invited Mayor Pavone to speak prior to the Announcements, Proclamations, and Presentations.

MAYOR PAVONE ADDRESS TO THE GOVERNANCE BOARD

Mayor Pavone spoke to the Governance Board about the close relationship with the City of Renton and success in serving the residents of Renton.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Chief Marshall, Deputy Chief Seaver and Deputy Chief DeSmith presented the "Minutes Matter" Community Member Awards to the board for Raymond Thompson and Mark Predki.

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PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Meikle to approve the July 13, 2020 Regular Meeting Minutes. **MOTION CARRIED (5-0)**

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member McIrvine to approve the Vouchers for August 11, 2020. **MOTION CARRIED (5-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for August 11, 2020 via electronic signature.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Marshall's report included the following:

- Red Lion Update: Fire Marshal Barton and I toured the de-intensification shelter at the Red Lion on July 24 to discuss the various unsafe conditions in the building. We had a very productive and positive meeting with the Director of Housing for King County and his staff. Since that time there have been much better communication and the remedies are moving along at a satisfactory pace.
- RRFA 2020 Strategic Plan Update: We are putting the finishing touches on our first RRFA Strategic Plan. We will be bringing it to both committees later this month and then to the Board for adoption at the September regular meeting.
- Governance Board Notifications: Per our procurement process and policy, I am notifying the Board of the following purchases.

Capital Purchase, MX908-C – \$72,321.81

- Previously approved for \$69,479.30 (budgeted for \$71.5K).
- Hazmat 314 responded to an incident on July 31 at City Hall after a fentanyl exposure to an RPD officer. The MX908 was vital in metering the area involved.

Kappler Level A Hazmat Suits – \$23,520.40

- \$14,192.30 of this purchase has been reimbursed by Seattle PUD for the 6 suits that Renton and Puget Sound RFA damaged (3 ea.) while responding to a chlorine incident.
- We had budgeted \$15K to purchase 6 suits to replace expired suits. The remaining \$9,328.10 is to purchase 4 of those 6 suits.
- ***Note:** Purchasing 10 suits at a time gains us a Digital Pressure Test Kit valued at \$3,955.04 at no cost.

Enduris General Liability Insurance – \$23,274

- Budgeted \$180,000 for our 2020 Insurance renewal (12% more than our 2019/2020 renewal). We received notice on 08/06 that our renewal was \$203,274 an increase of 26% over 2019/2020. Rate increases by type: General ^39%, Property ^13%, Auto ^44%, Crime ^8%.
- Kidde Fire Trainer Burn Prop Upgrade: The Kidde Fire Trainer upgrade to the training tower burn props at Station 14 started on August 3. This includes adding 4 outdoor fire mock-ups, a hallway

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flashover, and upgrades to the 3 interior props. They are scheduled to be completed by the end of the month.

- New Language Translator on www.rentonrfa.org: On Thursday 08/06/2020 we went live with a new language translator tool on our external website. Community members can now read our non-image text in twelve different languages.
- I am a Grandpa: We are welcoming my first grandbaby to the Renton RFA family. Scarlett Kay Marshall was born at 2:56 a.m. on Thursday, July 30, weighing in at 6 lb 13 oz and 20 inches long. Mom, Dad and baby are doing well.

DIVISION REPORTS

CAO Samantha Babich provided an overview of the 2021 Budget Preparation Update.

CORRESPONDENCE

Fire District 40 shared a thank you letter they had received from a citizen for the services provided by the crew at Station 17.

UNFINISHED BUSINESS

Fire Chief Recruitment

The RRFA contacted five professional recruiting agencies with experience in the public sector. Two agencies, Prothman and Ralph Anderson & Associates, responded to the request for proposals. Both have been provided to the Board for consideration.

It was decided to interview one of the agencies on August 12 to determine if they will be a good fit.

NEW BUSINESS

Adoption of Bad Debt Policy

As part of the policy review process, we are updating finance policies. The provided Bad Debt policy has been updated to reference RCW 62A.3-515 and RCW 19.16.500.

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to adopt the updated Bad Debt policy as presented. **MOTION CARRIED (6-0)**

Civil Service Commission Interviews

Pursuant to the Renton RFA Plan, the RRFA has established its own Civil Service Commission. RCW permits the Governance Board to appoint commissioners in accordance with RCW 41.08.030. The RFA advertised the need for a Civil Service Commissioner and received letters of interest from two individuals. We currently have one opening for a two-year term Civil Service Commissioner that needs to be filled.

It was requested to have two Governance Board members participate in an interview panel with HR Generalist Jennifer Zinck to select the next Civil Service Commissioner from the two candidates. Board Chair Abercrombie requested the interview dates be provided to the Board to determine who will be available to participate on the interview panel.

Piggybacking ILA with City of Seattle

The Renton RFA would like to enter into an Interlocal Cooperative Purchasing Agreement with the City of Seattle for making purchases for the Hazmat Team, specifically for the items in the Dept. of Ecology Grant. National Safety, Inc. is a company that we often purchase equipment from for the Hazardous Materials

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Team and are vendors for the AREARAE Kits being purchased through the Dept. of Ecology Grant. They are not on the GSA or other common sites for us to make direct purchases from. Seattle has a contract with them that allows piggybacking and gives us the ability to make direct purchases. This contract has been reviewed by Brian Snure and approved to move forward.

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to approve the signing of an Interlocal Cooperative Purchasing Agreement with the City of Seattle to make purchases for the Hazmat Team for items in the Dept. of Ecology Grant. **MOTION CARRIED (6-0)**

GOOD OF THE ORDER

There was no good of the order.

EXECUTIVE SESSION

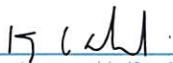
There was no executive session.

FUTURE MEETINGS

- Tuesday, August 25, 2020, 9:00 a.m., Budget/Finance Committee Meeting, Video Conference
- Tuesday, August 25, 2020, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
- Tuesday, September 8, 2020, 4:00 p.m., Governance Board Regular Meeting, Video Conference

ADJOURNMENT

The meeting was adjourned at 5:04 p.m.


Kerry Abercrombie (Sep 9, 2020 09:59 PDT)

Kerry Abercrombie, Board Chair



Dudley Jackson, Board Secretary