



RFA GOVERNANCE BOARD REGULAR MEETING AGENDA

4:00 P.M. – Tuesday, December 8, 2020

Video Conference

This meeting will be broadcast live on the Renton RFA Facebook page.

- Call Meeting to Order
- Roll Call
- Agenda Modifications
- Announcements, Proclamations, and Presentations

- Public Comment

Members of the audience may comment on items relating to any matter related to RFA business under the Public Comment period. Comments are limited to three (3) minutes per person pursuant to the rules established under Section 8 of the Bylaws.

Citizens may join the webinar as an attendee or join by phone to comment during the public comment portion of the agenda. Use the "Raise Hand" icon to be called upon by the host.

- Consent Agenda
 - Approval of [Minutes from November 10, 2020](#) Regular Meeting
 - Approval of [Minutes from November 17, 2020](#) Special Meeting
 - Approval of [Minutes from November 24, 2020](#) Special Meeting
 - Approval of [Minutes from November 30, 2020](#) Special Meeting
 - Approval of [Vouchers](#): AP Check Register 10/16/2020 – 11/15/2020
Payroll Check List 10/1/2020 – 10/31/2020
- Signing of Vouchers
- Board Committee Reports
 - Budget and Finance Committee
 - Operations and Capital Committee
- [Chief's Report](#)
- Division Reports
 - Response Operations
 - Training
 - 2020 Night Drills in November
 - 5 Members in Pump Academy
 - Incident Management System (IMS) Big Box Buildings

- 16,036 Calls for Service through November.
 - 1,368 calls for service in November
- Significant Calls
 - 12-02-2020 Commercial Fire Maplewood Park Apartments
 - 11-25-2020 Commercial Fire Red Lion
 - 11-24-2020 Commercial Fire Stonebrook
 - 11-21-2020 Significant Aid Response
- Community Out-Reach
 - Make a Wish
- Office of the Fire Marshal
 - Red Lion Fire Code Update
 - New Inspection Software Status
- Support Services
 - Station 12 Water System Replacement Complete
 - Station 14 Insulation Replacement Under Way
 - Furniture Replacement On-Going
 - Fire Garage Hiring a Consultant
- Administration
 - 2019 Financial and Accountability Audit Report Update
 - Onboarding of New Recruits
 - First Arriving and First Watch Updates
- EMS/Health & Safety
 - [Crisis Intervention Consortium Chaplain Recognition for 11/21 Incident](#)
 - Fee for Transport Rollout Update
 - [Washington State EMS Information Systems Report](#)
- Correspondence
- Unfinished Business
- New Business
- Good of the Order
- Executive Session

Executive session pursuant to RCW 42.30.110(1)(iii), to discuss with District legal counsel, in a forum that maintains the attorney client privilege, legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency.

GOVERNANCE BOARD REGULAR MEETING AGENDA

December 8, 2020

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- Future Meetings:
 - Monday, December 14, 2020 at 8:00 a.m., Governance Board Special Meeting, Video Conference
 - Tuesday, December 22, 2020 at 9:00 a.m., Budget/Finance Committee Meeting, Video Conference
 - Tuesday, December 22, 2020 at 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
- Adjournment



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

4:00 P.M. – Tuesday, November 10, 2020

Video Conference

CALL TO ORDER

Governance Board Chair Abercrombie called the Regular Meeting to order at 4:00 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)

Myron Meikle (Fire District 25)

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

Governance Board Members Not Present:

Ryan McIrvine (City of Renton)

Randy Corman (City of Renton)

Administrative Staff Present:

Acting Chief Roy Gunsolus, Chief Administration Officer Samantha Babich, Deputy Chief Mark Seaver, Deputy Chief Chuck DeSmith, Fire Marshal Anjela Barton, RFA Attorney Brian Snure, Battalion Chief William Aho, Facilities Manager Scott Murphy, Sr. Finance Analyst Jennifer Zhou, IT Technician Wyatt Humphreys, Administrative Supervisor Christine Noddings, and Administrative Specialist Dudley Jackson.

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

Board Member Corman joined the meeting at 4:07 p.m. and Board Member McIrvine joined the meeting at 4:15 p.m.

AGENDA MODIFICATIONS

There were no agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

There were no announcements, proclamations, and presentations.

PUBLIC COMMENT

There was no public comment.

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CONSENT AGENDA

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Meikle to approve the October 13, 2020 Regular Meeting minutes. **MOTION CARRIED (4-0)**

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Meikle to approve the October 27, 2020 Public Hearing minutes. **MOTION CARRIED (4-0)**

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Meikle to approve the Vouchers for November 10, 2020. **MOTION CARRIED (4-0)**

SIGNING OF VOUCHERS

The members of the Governance Board signed the Voucher Approvals for November 10, 2020 via electronic signature.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Gunsolus' report included the following:

- Promotions & Awards Ceremony Week: It's been a long-standing tradition of Renton RFA to celebrate our members' promotions and awards with an in-person ceremony alongside their crew, family, and friends. We invited honored members and their immediate, household families to join us at their station for a pinning and award ceremony. For the safety of our members during this global pandemic, all other members, family and friends were invited to join a virtual Promotions and Awards Ceremony Week from October 19-23 via Zoom or Facebook. Each day, we recognized members who have received promotions and/or awards this year:
Engineer Gregory LeBlanc (*promoted from Firefighter*)
Lieutenant Chris Gerke (*promoted from Engineer*)
Captain Josh Brown (*promoted from Lieutenant and received the Medal of Valor*)
Engineer Chris Borgen (*promoted from Firefighter*)
Captain Nathan Blakeslee (*promoted from Lieutenant*)
Engineer Alex Keith (*promoted from Firefighter*)
Lieutenant Marc Donnell (*promoted from Firefighter*)
Engineer Riley McDuffy (*promoted from Firefighter*)
Lieutenant Jacob Smith (*promoted from Engineer*)
Lieutenant Nicholas Bushnell (*promoted from Engineer*)
Battalion Chief Steve Winter (*promoted from Captain*)
Deputy Chief Mark Seaver (*promoted from Battalion Chief*)
Assistant Fire Chief Roy Gunsolus (*promoted from Deputy Chief*)
- King County Mitigation Reimbursement for Red Lion De-Intensification Shelter: We have submitted a request to King County for reimbursement due to impacts related to COVID-19. This reimbursement will cover costs associated with calls Renton RFA has responded to at the Red Lion De-Intensification Shelter.

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- Honest Conversation About Race Workshop: On October 21, Fire Chiefs gathered at the Seattle Joint Training Facility to have an honest conversation about race and diversity. They discussed best practices, policies and procedures currently in place to ensure the workplace is free of racial discrimination, what leaders can do differently to make it a more inviting culture, and tools used to educate leadership to disrupt and dismantle inequitable systems in your community. It was a very valuable conversation for all, and Renton RFA looks forward to implementing further resources and continuing our efforts to stay ahead of the rapidly changing global diversity and inclusion landscape.
- Department Information Boards: We installed TVs powered by Fire Arriving in each of the stations as part of Renton RFA's Strategic Plan and finding different ways to communicate. This will provide our members timely and up to day information.
- ESO Upgrade and Training: Starting January 1, we are switching from Zoll to ESO for NFIRS and fire reporting. The Office of the Fire Marshal is also in the process of switching their inspection and property module from Zoll to ESO as well.
- COVID Update: The E-Team met and re-evaluated our COVID process due to the sharp increase in COVID cases in the state, county and fire departments in South King County. The impact to the RFA is primarily our work families interacting with our home families. To mitigate that impact OFM and Admin are rotating staff and Finance is working from home. An organization wide email was also sent out re-emphasizing our vigilance, our procedures, the SCOUT method for EMS calls, decon method for stations, decon method for our apparatus and an updated exposure flow chart for notification and quarantine.

DIVISION REPORTS

Response Operations Division

- King County Model Procedures have been updated and approved KC Ops Chiefs and KC Chiefs.
- Station Order Depth is being increased from 25 deep to 50 – 60 deep.
- Haz-Mat and Wildland Resources are now being shared with other agencies to better serve our citizens.
- Zone 3 is developing Wildland/WUI Standards to better coincide with the sharing of Wildland Resources.
- All of our companies went through Fundamentals Training through the King County Training Consortium.

Office of the Fire Marshal

- Proactive approach to assisting business navigate through COVID restrictions.
 - Variances have been established for tent/canopy placement to allow tents up against the buildings.
 - Allowed timelines for tent/canopy use have been extended by 90 days and will continue to allow extensions if COVID continues to be an issue.
 - Tent permit fees have been waived.
 - Proactive information on heating and other tips being distributed to businesses.
- Significant Fire Code Enforcement Issues.
 - VACANT Denny's Restaurant
 - Compton Lumber
- New Integrated Response Ops/Inspection Software is being rolled out. It will provide crews with much needed access to current contact information for a property while on calls and will be rolled out in January 2021.

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Support Services Division

- The new specs for the engine and aid unit have been delayed due to COVID. There are currently 6 mechanics in quarantine until Friday due to COVID leaving a skeleton crew at the fire garage, but there has been no decrease in service as a result.
- Station 12 Water System Replacement starts on Monday and the bid came in at \$8,700 under the approved amount for the project.
- Still waiting on a start date for the Station 14 Bay Insulation Replacement and Mold Abatement, but a vendor has been selected and that bid came in at \$5,400 under the approved amount for the project.
- The Light Project is currently in progress. Scott and Don are replacing old lights in the stations with more efficient LED lights. They are starting in the common areas then moving onto the truck bays.
- The Station 17 Tree Removal Project has just finished up.
- We are looking into the Operative IQ Inventory Management System for Logistics. This program was recommended by Jennifer Zhou and is used by other departments with great success. Our vendor, Life Assist, has a deal set up where this product will be free to the RFA.
- IT is outfitting an office for Planning Section to be moved from Puget Sound RFA offices to RFA Headquarters.

Administration Division

- Entry-Level Firefighter Interviews have been completed. 188 people went through the initial quick interview process. 50 people moved onto the in-person formal interview process. 21 candidates moved onto the in-person chief's interview process with 11 people being extended job offers, 5 of which were female. COVID cleaning protocols were followed for all in person interviews along with mask wearing and social distancing.
- 19 applications have been received for the open Fire Chief position. The consultant has screened down to 10 applicants and will meet with the Governance Board to screen down to 6 – 8 applicants to move on through the interview process. We are still on target for the December 14th in-person final interviews at the Renton Community Center. There will be 4 interview panels for the final interview. The 4 interview panels will consist of Stakeholders, Employees (both labor group represented), Executive Team and Governance Board.
- The kick-off meeting with the Audit Manager and Auditor for the upcoming Annual Financial Audit has taken place. There will be an Accountability Audit and a Financial Statement Audit. The audit will be 100% remote, make take more time and will be a little bit more difficult but will be completed by December 18th.

EMS/Health & Safety Division

- The CARES Program will be continuing in 2021 thanks to the overwhelming support the program has received. Our organization was the first fire department to receive this crisis intervention training which is normally required for police officers every year for de-escalation tactics. Our CARES Nurses and CARES Firefighters received this training for free and we are hoping to do the training again in 2021 for all of our EMT's.
- There is an increase of COVID Cases in King County with 11 Renton RFA members currently in various states of quarantine. Crews are very good about using their PPE equipment for calls. But most of our cases are coming in from the outside when we gather with friends and family. We have rolled back some of our practices to what was being done in March and April. The next two months will be difficult as we are now heading into what is being considered the second wave of the pandemic.

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- The Training Consortium and our Firefighters will be starting “First Pass” Software for EMS Reporting through ESO. This software will help us to produce data for how we are doing with our EMS work on a daily basis which will be helpful for accreditation.
- We have added a Quarterly Chaplaincy Report to show what calls our chaplains are responding to. This report will show how often they are going out on calls in our service area. The chaplains provide additional support to citizens after the crews have left the scene. They are also a big part of our peer support for RFA members.

CORRESPONDENCE

Chief Gunsolus shared with the Board a thank you letter to the organization from a Renton student named Emily.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Updated Service Agreement for Kidde Fire Trainers

We are bringing forward an updated version of the 2-year maintenance contract (option 1) with Kidde Fire Trainers that was originally approved by the Board on 2/11/2020. Delay in contract execution due to COVID-19 initiated the need to change the dates of the contract from 11/1/19-10/31/21 to 9/18/2020-9/17/22. All other contract details remain as originally presented.

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to approve the updated KFT maintenance contract and authorize the Fire Chief to sign as presented. **MOTION CARRIED (6-0)**

Proposed Waiver of Fire Permit Fees in 2021

Fire Permit fees are adopted by the Renton City Council and included in the City of Renton Fee Schedule. Permit fees are currently \$100 per operation, as identified in the fire code as adopted by state law in RCW 19.27. Permits include hazardous materials, compressed gasses, open flames, outdoor burning, and assembly uses (gathering spaces for more than 50 occupants). Due to Covid19 restrictions and the impacts those restrictions are having on Renton businesses, we are requesting approval to waive the fees associated with open flame, outdoor burning and assembly permits. Current occupancy restrictions have had significant impact to our business community and waiving these fees may assist them financially; in addition, the restrictions have severely limited or even barred use of assembly areas that they otherwise would be billed for. The projected impact of this temporary waive in 2021 would be an approximate \$38K reduction in permit revenue.

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to approve the proposed waiver of permit fees for open flames, outdoor burning and assembly use and authorize staff to waive these fees in 2021 when the applicable permits are issued. **MOTION CARRIED (6-0)**

Appointment of Civil Service Commissioner

Pursuant to RCW 41.08.030, Renton RFA advertised the need for a Civil Service Commissioner to fill the open position and received a letter of interest from Sanjeev Yonzon. This individual meets the qualifications to serve in the role of Commissioner. Staff recommends that the Board appoint Sanjeev Yonzon to the open Civil Service Commissioner position for the Renton RFA.

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A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to appoint Sanjeev Yonzon as a Civil Service Commissioner for the Renton Regional Fire Authority, effective November 10, 2020. Sanjeev Yonzon is hereby appointed to an initial term of 6 years expiring on June 30, 2026. **MOTION CARRIED (6-0)**

GOOD OF THE ORDER

Board Member Sartnurak expressed praise for the good job the facilities crew did with the tree removal project at Station 17, congratulations to the firefighters that were recognized for their promotions and welcomed the new civil service commissioner.

Board Member Corman apologized for his late arrival and expressed his approval of the previous meeting minutes and vouchers.

EXECUTIVE SESSION

There was no executive session.

FUTURE MEETINGS

- Tuesday, November 17, 2020, 4:00 p.m., Governance Board Special Meeting, Video Conference
- Tuesday, November 24, 2020, 11:00 a.m., Governance Board Special Meeting, Video Conference
- Tuesday, November 30, 2020, 8:00 a.m., Governance Board Special Meeting, Video Conference

ADJOURNMENT

The meeting was adjourned at 5:07 p.m.

Kerry Abercrombie, Board Chair

Dudley Jackson, Board Secretary



Renton Regional Fire Authority

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MINUTES

RFA Governance Board Special Meeting

4:00 P.M. – Tuesday, November 17, 2020

Video Conference

CALL TO ORDER

Governance Board Chair Abercrombie called the Special 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)
Randy Corman (City of Renton)
Myron Meikle (Fire District 25)
Ryan McIrvine (City of Renton)
Linda Sartnurak (Non-Voting Advisory Position, Fire District 40)

Administrative Staff Present:

Acting Chief Roy Gunsolus, Chief Administration Officer Samantha Babich, IT Technician Wyatt Humphreys, Administrative Supervisor Christine Noddings, and Administrative Specialist Dudley Jackson.

Public Present:

Mayor Armondo Pavone, Rick Marshall

EXECUTIVE SESSION

A **MOTION** was made by Board Member Corman and **SECONDED** by Board Member Morrell to go into Executive Session. **MOTION CARRIED (6-0)**.

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 4:04 p.m. for (1) one hour. At 5:04 p.m., another 15 minutes was requested. At 5:19 p.m., another 15 minutes was requested. At 5:34 p.m., another 15 minutes was requested. The meeting was reconvened at 5:49 p.m.

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Morrell to authorize the hiring committee to provide notice to the (7) seven candidates that will be moving forward in the interview process as identified during the executive session and to notify the remaining candidates they will not be moving forward in the process. **MOTION CARRIED (6-0)**.

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FUTURE MEETINGS

- Tuesday, November 24, 2020, 11:00 a.m., Governance Board Special Meeting, Video Conference
- Tuesday, November 30, 2020, 8:00 a.m., Governance Board Special Meeting, Video Conference
- Tuesday, December 8, 2020, 4:00 p.m., Governance Board Regular Meeting, Video Conference

ADJOURNMENT

The meeting was adjourned at 5:51 p.m.

Kerry Abercrombie, Board Chair

Dudley Jackson, Board Secretary



Renton Regional Fire Authority

18002 108th Ave SE
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MINUTES

RFA Governance Board Special Meeting

11:00 A.M. – Monday, November 24, 2020

Video Conference

CALL TO ORDER

Governance Board Chair Abercrombie called the Special Meeting to order at 11:01 a.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 McIrvin (City of Renton)
Randy Corman (City of Renton)
Linda Sartnurak (Non-Voting Advisory Position, Fire District 40)

Governance Board Members Not Present:

Myron Meikle (Fire District 25)

Administrative Staff Present:

Acting Fire Chief Roy Gunsolus, Chief Administration Officer Samantha Babich, Deputy Chief Chuck DeSmith, Fire Marshal Anjela Barton, Deputy Chief Mark Seaver, Senior Finance Analyst Jennifer Zhou, IT Technician Wyatt Humphreys and Administrative Supervisor Christine Noddings.

Public Present:

Sanjeev Yonzon.

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

At 11:04 a.m., Board Member Meikle joined.

NEW BUSINESS

Introduction of New Civil Service Commissioner

Assistant Chief Gunsolus introduced the new Civil Service Commissioner, Sanjeev Yonzon. His first meeting was cancelled, but the RFA is looking forward to having him start next month. Board Chair Abercrombie welcomed Mr. Yonzon.

Resolution 2020-06 Property Tax Levy 2021

With the adoption of Resolution 2020-06, the Governing Board of the Renton Regional Fire Authority establishes that an increase in the regular property tax levy is required. This resolution authorizes a levy increase of \$235,307, which is a 1.3% increase from the previous year.

GOVERNANCE BOARD SPECIAL MEETING MINUTES

November 24, 2020

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A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to adopt Resolution 2020-06, authorizing an increase in the regular property tax levy for 2020 in the amount of \$235,307, which is a 1.3% increase from the previous year. **MOTION CARRIED (6-0)**

Resolution 2020-07: Certifying Property Tax Levy and Adopting Operating Budget 2021

With the adoption of Resolution 2020-07, the Governing Board of the Renton Regional Fire Authority adopts the preliminary 2021 budget of \$43,442,966 and establishes the 2021 tax levy based upon the estimated assessed valuation of property within the boundaries of the Regional Fire Authority based upon information from the King County Assessor's Office.

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to adopt Resolution 2020-07. **MOTION CARRIED (6-0)**

Resolution 2020-08: Substantial Need

The rate of inflation (Implicit Price Deflator) for 2020 is 0.60152 percent. Since the current IPD is less than 1%, RCW 84.55.0101 authorizes the Board, upon a finding of substantial need, to approve Resolution 2020-08 by a super majority vote to establish a limit factor of up to 101%.

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to approve Resolution 2020-08 by a super majority vote to establish a limit factor of up to 101%. **MOTION CARRIED (6-0)**

Resolution 2020-09 Benefit Charge 2021

With the adoption of Resolution 2020-09, the Governing Board of the Renton Regional Fire Authority establishes the 2021 Benefit Charge in the total amount of \$17,400,000 to be apportioned in accordance with the "2021 Schedule for Benefit Charges."

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to adopt Resolution 2020-09. **MOTION CARRIED (6-0)**

Resolution 2020-10 Establishing Emergency Medical Service Charges

Pursuant to RCW 52.12.131, the RFA is authorized to establish reasonable fees to cover its costs in providing emergency medical services. Renton Regional Fire Authority provides emergency medical services that include basic life support services, advanced life support services and ambulance transportation pursuant to its authority under Title 52 RCW.

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to approve the resolution for emergency medical service charges and authorize the Fire Chief to sign. **MOTION CARRIED (6-0)**

Updated Fee for Transport & GEMT Authorized Signer

The Governance Board had previously authorized the Fire Chief to sign the agreements associated with Fee for Transport and GEMT. During the enrollment process, the RFA is required to have a consistent authorized signer on all documents to avoid application rejection. In lieu of change in the Fire Chief position, the RFA asks to have the Chief Administration Officer be the authorized signer on behalf of the Fire Chief.

GOVERNANCE BOARD SPECIAL MEETING MINUTES

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A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to authorize the Chief Administration Officer to sign Fee for Transport and GEMT enrollment packet documentation.
MOTION CARRIED (6-0)

FUTURE MEETINGS

- Monday, November 30, 2020 at 8:00 a.m., Governance Board Special Meeting, Video Conference
- Tuesday, December 8, 2020 at 4:00 p.m., Governance Board Regular Meeting, Video Conference
- Monday, December 14, 2020 at 8:00 a.m., Governance Board Special Meeting, Video Conference

ADJOURNMENT

The meeting was adjourned at 11:14 a.m.

Kerry Abercrombie, Board Chair

Dudley Jackson, Board Secretary



Renton Regional Fire Authority

18002 108th Ave SE
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Office: (425) 276-9500
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MINUTES

RFA Governance Board Special Meeting

8:15 A.M. – Tuesday, November 30, 2020

Video Conference

CALL TO ORDER

Governance Board Chair Abercrombie called the Special Meeting to order at 8:17 a.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 McIrvin (City of Renton)
Myron Meikle (Fire District 25)
Randy Corman (City of Renton)
Linda Sartnurak (Non-Voting Advisory Position, Fire District 40)

Administrative Staff Present:

IT Technician Wyatt Humphreys and Administrative Supervisor Christine Noddings.

Public Present:

Rick Marshall, Don Persson, Armondo Pavone and Greg Nelson.

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.

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Corman to enter into Executive Session. **MOTION CARRIED (6-0)**

Executive Session was called at 8:21 a.m. until 4:30 p.m. At 4:30 p.m., another 10 minutes was requested, with 3 minutes additional for Board Members to transition between virtual meeting rooms. The meeting reconvened at 4:43 p.m.

FUTURE MEETINGS

- Tuesday, December 8, 2020 at 4:00 p.m., Governance Board Regular Meeting, Video Conference
- Monday, December 14, 2020 at 8:00 a.m., Governance Board Special Meeting, Video Conference
- Tuesday, December 22, 2020 at 9:00 a.m., Budget/Finance Committee Meeting, Video Conference
- Tuesday, December 22, 2020 at 10:30 a.m., Operations/Capital Committee Meeting, Video Conference

GOVERNANCE BOARD SPECIAL MEETING MINUTES

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ADJOURNMENT

The meeting was adjourned at 4:44 p.m.

Kerry Abercrombie, Board Chair

Dudley Jackson, Board Secretary

VOUCHER APPROVAL FOR DECEMBER 8TH, 2020 MEETING

AUDITING OFFICER CERTIFICATION

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Renton Regional Fire Authority, and that I am authorized to authenticate and certify said claim.

Auditing Officer: _____
Roy Gunsolus, Acting Fire Chief

AUDIT COMMITTEE

The vouchers below have been reviewed and certified by individual departments and the RFA's Auditing Officer as required by RCW's 42.24.080 & 090, and a list of vouchers has been provided for review by the Finance Committee.

The undersigned members of the Finance Committee of the Renton Regional Fire Authority do hereby approve for payment accounts payable vouchers totaling \$1,834,628.02, payroll vouchers and direct deposits totaling \$1,300,955.91.

A/P VOUCHERS	Payment Date	Numbers	Amount
Checks	10/16/2020 - 11/15/2020	12608-12713	\$669,308.08
EFTs	10/16/2020 - 11/15/2020		\$255,571.98
Bank Drafts	10/16/2020 - 11/15/2020		\$909,747.96
TOTAL A/P			\$1,834,628.02

PAYROLL VOUCHERS		No. of Vouchers	Amount
Direct Deposits	10/23/2020	173	\$591,195.34
Payroll Checks	10/23/2020	0	\$0.00
Direct Deposits	11/10/2020	171	\$709,760.57
Payroll Checks	11/10/2020	0	\$0.00
TOTAL PAYROLL		344	\$1,300,955.91

TOTAL CLAIMS			\$3,135,583.93
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Renton Regional Fire Authority Finance Committee:

Kerry Abercrombie, Chairperson

Ryan McIrvin, Board Member

Myron Meikle, Board Member

Marcus Morrell, Board Member

Randy Corman, Board Member

Ruth Pérez, Board Member



RENTON REGIONAL FIRE AUTHORITY

M E M O R A N D U M

DATE: December 8, 2020

TO: Kerry Abercrombie (Fire District 25)
Randy Corman (City of Renton)
Myron Meikle (Fire District 25)
Ryan McIrvine (City of Renton)
Marcus Morrell (Fire District 25)
Ruth Pérez (City of Renton)
Linda Sartnurak (Non-Voting Advisory Position, Fire District 40)

FROM: Roy Gunsolus, Acting Fire Chief

SUBJECT: Renton Regional Fire Authority Chief's Report

1. Recent Promotions & Assignments

Please join us in congratulating the following members on their newest assignment effective November 1st:

- Firefighter Brett Newell was promoted to Engineer.
- Firefighter Patrick Stalnaker was promoted to Engineer.
- Firefighter Jonathan Sarreal was promoted to a temporary Lieutenant.

2. ESO Fee for Transport Update

The RFA is currently preparing to launch a full ESO integration in December and January and is working with Systems Design West (SDW) to establish ESO access and integration for billing. The new launch date for the Fee for Transport rollout to allow for these software connections is now set for February 1, 2021.

3. King County Mobile Integrated Health

The King County MIH Committee is nearing the end of its first full year in 2020. The committee is beginning to develop common procedures and processes to move the program forward throughout the county. Meanwhile, it is also beginning to collect statistical data county-wide to assist and evaluate the program.

4. King County Fire District #40 Negotiations

We received a request for data from Emergency Services Consulting International (ESCI), the consulting agency that KCFD 40 is using to assist with negotiations. Our Administration, Finance, Response Operations, Planning and Office of the Fire Marshal teams reviewed the request with ESCI for a clear understanding of the data requested. Staff is currently working to fulfill the request.

5. Red Lion De-Intensification Shelter Fire

On November 25th, Renton RFA and surrounding fire jurisdictions responded to a reported high-rise fire located in room 614 at the Red Lion Hotel. Crews discovered a large amount of smoke and reduced visibility on the 6th floor, and five residents in wheelchairs trapped on the 5th floor that were unable to evacuate. The fire sprinkler system and quick actions of our firefighters quickly put the fire out and limited damage to the immediate room and surrounding area. The cause of the fire was determined to be incendiary. The 46-year-old resident of the room had made threats to burn down the building earlier in the day and was arrested for arson by Renton PD. Estimated property loss of the fire is \$25,000.

6. Governance Board Notifications

Per our procurement process and policy, I am notifying the Board of the following purchases. These have already been shown on the vouchers.

Replacement Bunker Gear – \$27,634.97

Insulation Replacement – \$21,610.87

Crisis Intervention Consortium Chaplains



Chaplain Bridget Winters



Chaplain Jason Fors



Chaplain Jeff Bearce



Chaplain Kathy Stevens



Chaplain Lisa Ellis



Chaplain Loretta Green



Chaplain Pat Ellis



Chaplain Steve Murray



WEMSIS Data Submission Report - 3rd Quarter of 2020

Local Agency: Renton Regional Fire Authority

Region: Central

	2019 Q3	2019 Q4	2020 Q1	2020 Q2	2020 Q3
Your average score	98.5	98.7	98.6	98.6	98.6
Average score in your region	97.6	97.6	97.7	97.8	97.7