



Renton Regional Fire Authority

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MINUTES

RFA Governance Board Regular Meeting

4:00 P.M. – Tuesday, December 8, 2020

Video Conference

CALL TO ORDER

Governance Board Chair Abercrombie called the Regular Meeting to order at 4:01 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 McIrvin (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:

Acting Fire Chief Roy Gunsolus, Deputy Chief Chuck DeSmith, Deputy Chief Mark Seaver, Chief Administration Officer Samantha Babich, Fire Marshal Anjela Barton, RFA Legal Counsel Brian Snure, Battalion Chief Will Aho, 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 Member from this meeting. **MOTION CARRIED (5-0)**

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.

CONSENT AGENDA

A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Morrell to approve the consent agenda for December 8, 2020. **MOTION CARRIED (5-0)**

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SIGNING OF VOUCHERS

The members of the Governance Board signed the Voucher Approvals for December 8, 2020 via electronic signature.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Acting Chief Gunsolus' report included the following:

- 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.
- 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.
- 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.
- 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.
- 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.
- 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

DIVISION REPORTS

Response Operations Division

- All Crews, shifts, and stations participated in night drills at Station 14 during November meeting one of our WSRB requirements. We were able to use a lot of the props we got from the large grant for the first time during this training.
- Five of our engineers are participating in the pump academy to get their IFSAC certifications.

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- All crews also went through their Incident Management System training for big box buildings.
- There were 16,036 calls for service year to date through November.
- November was the slowest month so far this year with 1,368 calls.
- There were several significant calls during November.
 - Two calls at the Red Lion which included a fire and someone barricading themselves in one of the rooms damaging the sprinkler system causing water damage.
 - An apartment fire in the Maplewood Park Apartments at 3815 NE 4th St.
 - Hazmat call for a small O₂ valve leak at the Lake Youngs Water Treatment facility in District 40's area. The valve leak was shut off quickly resulting in the call taking about 30 minutes.
 - An apartment fire in the Stonebrook Apartments at 12210 Petrovitsky Rd.
 - A couple of significant aid calls which were very traumatic for some of our crews and staff.
- The RFA participated in an event with the Make a Wish Foundation. A young man wanted a fire truck to come by and visit with him. The crews really enjoyed participating in that event.

Office of the Fire Marshal

- Chief Seaver was invited to accompany OFM on a no-notice fire inspection of the Red Lion. The inspection occurred at the time of the call for the person barricading himself in his room. Due to the inspection there are concerns regarding their ability to evacuate the building and the information provided by the staff. They were required to put together a fire evacuation plan but have no intent to evacuate. We were told during the inspection they don't think the fire department will come in and remove everyone who is non-ambulatory.
- OFM will be going live with the new inspection software system on January 1st. We will be entering trial inspections and doing some training on the new system. This new software is a very robust and quantitative system that will be integrated with the response ops data. While responding on calls crews will be able to see pending fire code violations on a building or if there have been numerous false alarms for that building.

Support Services Division

- The Station 12 water system replacement has been completed and is pending inspection.
- The Station 14 insulation replacement project is about 50% done. There was not as much water damage as previously expected.
- We are currently going through furniture replacement in the crew quarters at Station 13 and Station 16. The furniture in the Station 11 Conference Room and Station 13 Large Conference Room is also being replaced.
- The fire garage we utilize for apparatus maintenance has hired a consultant to evaluate their structure and operations. This will be done in the first quarter of 2021.
- All the equipment on the Department of Ecology grant has been purchased totaling just under \$94,000. We received our first reimbursement of just over \$92,000 leaving about \$1,500 to still be reimbursed.

Administration Division

- Commissioner Abercrombie, Jennifer Zhou, and CAO Samantha Babich held the entrance interview with the state auditors and audit manager via Microsoft Teams to set expectations for what is going to happen. Everything is going smoothly, and the state auditors hope to be wrapped up by the end of the year. The initial estimated cost for the finance and accountability audit is \$17,000.

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- We are preparing for the onboarding of the new recruits later this month. Out of 11 offer letters sent out we have received back 5 letters signed with the full offers. Physicals for the new recruits are still being completed. We hope to have all 11 recruits start onboarding on December 28th giving them insurance as of January 1st. Their first day of work will be on 1/4/2021. We have very good diversity in this group with 6 female recruits and 1 African American recruit.
- Large monitors have been placed in the common areas at all stations displaying information from the First Arriving program. Information is streamed 24/7 on these monitors and includes updates for all staff. Information such as the current roster for the day, flag status, announcements, news information, and call information for active calls are displayed on these monitors. The messaging on these monitors through the First Arriving program can be station specific, battalion specific and can also be pushed out by Administration. The active call information displayed includes call data, count down timer, Google map of the route to the call, Google image of the building for the call, and whether the building is a commercial or a private building. The feedback we have received so far from crews is very positive.
- We will be meeting with First Watch to discuss implementation of the phone module which is the accreditation module. All the metrics needed for accreditation such as turnout times, response times and effective response force will be done through this module. This information will tie in with the First Arriving information to be streamed on the large monitors as well.
- The recruiter gave the names of the people moving on to the three final interviews for the Fire Chief position. The interview schedule has been sent to Board Chair Abercrombie and Vice Chair Pérez for their approval.

EMS / Health & Safety Division

- Our chaplains are currently participating in a Crisis Intervention Consortium with other chaplains allowing us to give great service to the community and our members by having a deep bench of chaplains to work with for service calls. At a more recent intense call we had two chaplains available on the scene to help the families affected by the incident and firefighters at the scene responding to the call. At a city hall debrief four days later a chaplain was needed and they were able to respond right away. Our participation in this consortium has given us a deeper bench of chaplain resources than previously available to us.
- The Fee for Transport has been pushed back to February 1st which allows us time to have a clean switch over from Zoll to ESO.
- We receive quarterly data submission reports from Washington State EMS. These reports have consistently shown Renton RFA rates above average compared to most departments in the area for completion of EMS reports. These completion rates cover patient information, trauma reporting and triage reporting. This shows we are doing a good job in being complete in our reports and showing our work.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

There was no unfinished business.

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NEW BUSINESS

There was no new business.

GOOD OF THE ORDER

There was no 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.

A **MOTION** was made by Board Member Meikle and **SECONDED** by Vice Chair Pérez to enter into Executive Session. **MOTION CARRIED (5-0)**

Executive Session was called at 4:27 p.m. for 20 minutes. At 4:47 p.m., another 15 minutes was requested. The meeting reconvened at 5:02 p.m.


A **MOTION** was made by Vice Chair Pérez and **SECONDED** by Board Member Meikle to approve the Red Lion Deintensification Letter. **MOTION CARRIED (5-0)**

FUTURE MEETINGS

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

ADJOURNMENT

The meeting was adjourned at 5:03 p.m.



Kerry Abercrombie (Jan 13, 2021 11:52 PST)

Kerry Abercrombie, Board Chair



Dudley Jackson, Board Secretary







2020-12-08 Regular GB Meeting Minutes

Final Audit Report

2021-01-13

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