



Renton Regional Fire Authority

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MINUTES

RFA Governance Board Regular Meeting

4:00 P.M. – Tuesday, May 11, 2021

Video Conference

CALL TO ORDER

Governance Board Chair Pérez called the regular meeting to order at 4:00 p.m.

ROLL CALL

Governance Board Members Present:

Kerry Abercrombie (Fire District 25)
Ruth Pérez, Chair (City of Renton)
Marcus Morrell, Vice Chair (Fire District 25)
Randy Corman (City of Renton)
Linda Sartnurak (Non-Voting Advisory Position, Fire District 40)

Governance Board Members Not Present:

Ryan McIrvine (City of Renton)
Myron Meikle (Fire District 25)

Administrative Staff Present:

Fire Chief Steve Heitman, Assistant Fire Chief Roy Gunsolus, Chief Administration Officer Samantha Babich, Deputy Chief Chuck DeSmith, Fire Marshal Anjela Barton, Deputy Chief Mark Seaver, Battalion Chief Aho, Lieutenant Hyslop, Fleet Manager Brice Callaway, Facilities Manager Scott Murphy, IT Technician Wyatt Humphreys, and Administrative Supervisor Christine Noddings.

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Corman to excuse the absent board members from this meeting. **MOTION CARRIED (4-0)**

Board Member Meikle joined the meeting at 4:03 p.m., and Board Member McIrvine joined the meeting at 4:20 p.m.

AGENDA MODIFICATIONS

There were no agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Proclamation for Emergency Medical Services Week

The proclamation honors the people and regional partnership among 30 fire departments, six paramedic providers, five EMS dispatch centers and 19 hospitals in King County that work together to save lives as Medic One. Introduced in 1970, King County Emergency Medical Services has become a model nationwide for delivery of lifesaving first responder services.

A **MOTION** was made by Board Member Corman and **SECONDED** by Vice Chair Morrell to concur with the Proclamation for Emergency Medical Services Week. **MOTION CARRIED (5-0)**

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PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

A **MOTION** was made by Board Member Corman and **SECONDED** by Board Member Meikle to approve the consent agenda for May 11, 2021. **MOTION CARRIED (5-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for May 11, 2021.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Heitman's report included the following:

- Congratulations are in Order: Job well done to Firefighter Sean Leahy for completing his 3A JATC test. He only has one more to go to achieve Journeyman status.
- Promotions/Retirements: Assistant Chief Gunsolus will be retiring as of June 30th. Prior to joining Renton Fire, he served 3 years with Northshore Fire Department. On May 1st, he celebrated 31 years of service with Renton Fire. Chief Gunsolus has been an integral part of our organization, and his contributions will always be valued and remembered. He will be greatly missed. Bryan Estibal and Andrew Facchini were promoted to Engineer effective May 1st. We had three successful candidates from the Lieutenant promotional exams and will be hosting "Rule of 3" interviews for battalion chiefs on May 12th, for captains on May 13th, and for lieutenants on May 17th. Civil Service will certify the list during the next meeting on May 18th. Engineer promotional exams were announced on May 10th. The written exam will take place on July 12th and the assessment center will take place at the end of August.
- National Purchasing Partners (NPPGov) Contract Renewal: The King County Medic One/EMS Division Medical Supply Contract with Life Assist is up for renewal in June 2021. Instead of renewing, they have the opportunity to join a medical supply cooperative purchasing agreement with NPPGov that was awarded via a formal RFP process with a state lead agency that offers discounts on specific items that were identified by KCM1 and the EMS Division based on their/the region's needs. Renton RFA has joined this cooperative purchasing agreement and will see a significant savings on medical supply costs.
- Unincorporated King County Fire Ban Update: In April, the King County Council voted 5-4 in favor of a fireworks ban for unincorporated King County, which will not take effect for one year, and begin in May 2022.
- Member Update: We separated service with one more recruit who did not meet standard qualifications during the Academy.
- Citizens Advisory Panel Vacancy: Silke Prelog has announced she will be leaving the Citizens Advisory Panel (CAP) to relocate to Miami. Silke represented the Benson Hill area of our community, and we thank her for her hours spent as a member of the CAP, as well as her countless hours of volunteerism within the Renton community. This vacancy is advertised on our website and social media pages. We will bring the applications to the Board once they have been received, so a new member of the CAP can be chosen.

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DIVISION REPORTS

Administration

- Administrative Specialist Hiring Update: The RFA held phone screenings and in-person interviews for a new Administrative Specialist and selected a candidate that will start on June 16, 2021.

EMS/Health & Safety

- Treat and Refer Application Update: Renton RFA has submitted their application for the Treat and Refer Program.
- KCFD 20 CARES Service & Vaccination Sites for the Skyway Community: Renton RFA partnered with Skyway Fire Department to hold a successful vaccination popup event in April, vaccinating over 230 people that month. Beginning May 19th, the Skyway Fire Department will host a popup clinic event every Wednesday to provide further vaccine availability at one of their stations.

Support Services

- (Facilities) Station 11 & 16: Documents from the architect for the Station 11 remodel are close to being completed, which will be advertised for three weeks. The RFA will choose a contractor from the applicants and bring the selection to the Board for approval. The Station 16 build is slowly underway. King County reached out with an extensive list of expectations on what it will take to do the property swap. Before the RFA can move forward with design decisions, the RFA needs to reach an agreement with King County regarding their expectations.
- (Fleet) Chassis Issues: There is a global shortage of microchips that is in turn causing a shortage of 2021 chassis. This shortage will at best delay the RFA's aid unit order and potentially cancel the brush rig order. More updates to come as the RFA works with the manufacturer.
- (Planning) Accreditation Progress: With the completion of the Strategic Plan last year, the RFA has begun their annual review to ensure progress continues. Planning Lt. Laycock is reviewing the RFA's Standards of Cover and reevaluating risk assessment and resource allocation. Once the FirstWatch launch is complete and the RFA receives data from the accreditation module, the RFA will finalize their Standards of Cover and proceed to the self-assessment portion of the process.

Response Operations

- Training
 - Haz-Mat and Tech Team will be working together on Confined Space drills and using Area Raes.
 - Dive Team will be working on Rescue Boat Operator Training (RBO) and Swiftwater drills this month.
 - Newly Promoted Engineer Carpenter is at the 2-week pump academy.
 - Tech: Low Medium Stokes evolutions this month. Block 1 Fundamentals Training this month includes Attic Fire Tactics, 2 ½ Deployment, Forcible Entry and Accountability training.
- Public Outreach
 - North Collage Ride Alongs are still occurring.
 - The RFA attended the Children's Day Celebration at Renton Stadium.

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- The RFA is beginning to hold outdoor public events and are discussing a start date to open the stations to the public, offer CPR classes and visit classrooms again. This will be a coordinated effort among all departments in the region.
- Significant Incidents
 - (4/17) 161st CMD Residential Fire
 - (4/28) 187th CMD Residential Fire in District 40's area.

Officer of the Fire Marshal

- 2021 OFM Quarterly Report: COVID had an impact on the number of inspections the staff were able to complete, which is reflected in the year-over-year data for 2020/2021 comparison. The RFA Fire Marshal's office now has a vacancy that will have additional impact on productivity until that position is filled. Staff completed 220 plans reviews, 155 construction inspections, and issued 49 fire systems and/or fire construction permits. Public Educator/DFM Ferguson worked with Battalion Chiefs to provide safety tips during 30 Homeowners Association meetings so far this year. The RFA is again partnering with Renton PD to host the 3rd annual Scout Night event on May 26th for scouts to come and receive their certificates for completing their scout activities.

CORRESPONDENCE

Chief Heitman shared a letter of appreciation from the King County Public Health EMS Division Director regarding Renton RFA's participation in the Future Women in EMS and Fire Workshop by Firefighters Kelly Carpenter, Kayla Eychner and Lindsey Ris.

Chief Heitman also shared a thank you letter from a Renton resident recognizing Firefighters Tanner Lucas and Patrick Leahy for their professionalism, great response time and good nature during an incident at the resident's home.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

GOOD OF THE ORDER

Board Member Corman shared that his current council term will be his last term. Colleagues wished him the best, expressed their high regards for Board Member Corman, and thanked him for his service.

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 4:36 p.m. for 20 minutes. The meeting reconvened at 4:56 p.m.

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FUTURE MEETINGS

- Tuesday, May 25, 2021, 9:00 a.m., Budget/Finance Committee Meeting, Video Conference
- Tuesday, May 25, 2021, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
- Tuesday, June 8, 2021, 4:00 p.m., Governance Board Regular Meeting, Video Conference

ADJOURNMENT

A **MOTION** was made by Board Member Corman and **SECONDED** by Board Member Abercrombie to adjourn the meeting. **MOTION CARRIED (6-0)**

The meeting was adjourned at 4:59 p.m.



[Ruth Pérez \(Jun 10, 2021 12:00 PDT\)](#)

Ruth Pérez, Board Chair



[Christine Noddings \(Jun 9, 2021 12:35 PDT\)](#)

Christine Noddings, Board Secretary







2021-05-11 Meeting Minutes

Final Audit Report

2021-06-10

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