



Renton Regional Fire Authority

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MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, March 14, 2022

Fire Station #13 – 18002 108th Ave SE, Renton / Video Conference

CALL TO ORDER

Governance Board Chair Morrell called the regular meeting to order at 10:00 a.m.

ROLL CALL

Governance Board Members Present:

Kerry Abercrombie (Fire District 25)
Marcus Morrell, Chair (Fire District 25)
Ryan McIrvin, Vice Chair (City of Renton)
Myron Meikle (Fire District 25)
Valerie O'Halloran (City of Renton)
Ruth Pérez, (City of Renton)
Linda Sartnurak (Non-Voting Advisory Position, Fire District 40)

Administrative Staff Present:

Fire Chief Steve Heitman, Chief Administration Officer Samantha Babich, Fire Marshal Anjela Barton, Deputy Chief Mark Seaver, Deputy Chief William Aho, Lieutenant Hyslop, Facilities Manager Scott Murphy, IT Technician Wyatt Humphreys, Administrative Specialist Eryn Villa, and RFA Attorney Brian Snure.

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 Board Member McIrvin and **SECONDED** by Board Member O'Halloran to approve the consent agenda for March 14, 2022. **MOTION CARRIED (6-0)**

SIGNING OF VOUCHERS

The members of the Finance Committee signed the Voucher Approvals for March 14, 2022.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

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CHIEF'S REPORT

Chief Heitman's report included the following:

- **Welcome to Our New Members**
If you've seen a few new faces around the stations, it is because there are a few new members that have joined us. Please join me in welcoming our new Administrative Specialist, Samantha Vergara, and our new Business Intelligence/GIS Analyst, Kelvin Li, to the RFA.
- **Additional Hiring Updates**
We've hired a candidate for the IT Technician position who will start on Friday, April 1st. We are currently in the process of interviewing candidates for the Accreditation Program Manager position and have posted a Payroll Analyst position which we hope to begin interviewing for this month.
- **Tukwila Update**
The Executive Team met with representatives from Tukwila on March 1st to discuss the potential for the provision of all fire services by Renton RFA for the City of Tukwila. This was a meeting to clarify costing and personnel counts before recommendations are presented to their City Council in April.
- **Diversity, Equity, and Inclusion (DEI) Workshop**
As I reported a few meetings prior, the King County Fire Chiefs Association hosted a DEI recruitment workshop at Bellevue City Hall on December 11, 2021, which Renton RFA participated in. The event was very successful and we received good feedback. Therefore, we are hosting two more events in 2022. Seattle Fire Department will be hosting the next recruitment workshop in April and Renton RFA will be hosting a second workshop in the Fall.
- **Center for Public Safety Excellence (CPSE) Conference**
The 2022 CPSE Conference is from March 22-25 in Orlando, Florida. I will be attending with CAO Samantha Babich, DC Mark Seaver, Lt. Rick Laycock and Business Intelligence Analyst Kelvin Li. The conference this year is focusing on accreditation, credentialing, leadership, resiliency, and reinvention, giving attending agencies the opportunity to hear from keynote speakers and panels on topics such as technology solutions, staff development strategies and compliance processes (and more).
- **City of Renton Integrated Emergency Management Course (IEMC)**
City of Renton has invited Renton RFA leadership to attend the IEMC on September 12-15, 2022 in Emmitsburg, MD. 75 of Renton's top leadership and community partners will have the opportunity to participate in a simulated emergency event using Renton's own community emergency plans, policies, and procedures to improve Renton's readiness for the next crisis. I will be attending with Deputy Chief Aho, and potentially more if spots open.
- **AFSCME Proposal on Fire Investigations**
We are drafting an agreement for a 6-month trial period that we will bring to the Board once it's ready. The agreement covers sharing Fire Investigation duties with Puget Sound RFA.

DIVISION REPORTS

Administration

- CAO Babich shared with the Board Class A Photos had been completed for all station crews. The new WA Fire Careers hiring process is underway with just under 400 applicants on the joint hiring list. All non-response operations new hires other than the Finance Analyst vacancy have been filled. An Enduris bid for repair for E314 was significantly under, but the difference in cost has been reimbursed. HR Assistant, Linda Mann, has completed her AHPR certification.

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And lastly Communications Manager, Katie Lewis, is working on the April newsletter to be sent to all RRFA citizens.

EMS/Health Safety

- Deputy Chief Aho delivered the division report on behalf of DC DeSmith. CPR/First Aid in-person instruction for the public has resumed with the latest class on 3/5. Fire stations are open to the public starting 3/12. Treat & Refer program has begun and GEMT financial returns will be seen in June.

Office of the Fire Marshal

- Fire Marshal Anjela Barton provided the OFM monthly report. The number of inspections in 2022 continues to be on par w/ last year. A breakdown of investigated fires by property types was included. Plan reviews have increased in 2022 due to increased construction. Construction highlights included the King County Health Through Housing homeless shelter (formerly Extended Stay Hotel) as well as the Blue Origin/Davinci facility. OFM continues to work with Response Operations through a new Committee that coordinates and tracks Public Outreach/Community events in Renton. There are over 200 false alarm responses YTD. The RRFA and King County are working on an ILA for fire inspections/permitting in unincorporated areas as well as a proposal for construction impact fees to be paid to the RRFA.

Support Services

- Deputy Chief Seaver, Fleet Manager Brice Callaway, and Auto Technician Chris Hoskyn performed a final inspection on the three new aid units currently being build. All three pumpers are in production with a final inspection slated for mid-May or June. Station 11 is behind on completion. Public bids were sent out for the Station 14 OFM Remodel Project.

Response Operations

- Deputy Chief Aho delivered the significant incident report which included a residential fire on 2/13 off of Glenwood Ct NE as well as a 2/15 Apt Fire in the Compass Ctr w/ mutual aid from Skyway Fire. Training for the month included EMS Quarterly training, Zone 3 Hazmat Block training, Wildland Hazardous Tree Bucking, and Rope Tech Training. Public Outreach included ride-alongs for North Seattle Community College students.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

2022 MIH Program Manager Pilot Proposal

Deputy Chief Aho presented on behalf of DC DeSmith. DC Aho proposed that the Board authorize the financial support of a MIH Program Manager as a part of a 2022 pilot program. Costs would be covered by a King County EMS Levy Core Service Grant and through the CARES partnership.

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A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member McIrvine to approve Renton Regional Fire Authority's support of a 2022 MIH Program Manager. **MOTION CARRIED (6-0)**

Virtual Option for Governance Board Meetings

Discussion ensued concerning the public option to attend virtually for Board Meetings. As long as the Governor's Emergency Declaration is in place or until the proclamation is amended, the RRFA will be required to offer a virtual option for the public via Zoom attendance. The current practice of live streaming the meeting on Facebook is additional, but not required to satisfy the requirement.

GOOD OF THE ORDER

Board Member Abercrombie attended the Hall of Flame Museum in Phoenix, AZ and recommended the visit as well as requested a Renton RFA patch to be included in its display.

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 pursuant to RCW 42.30.140(a), collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement.

Executive Session pursuant to RCW 42.30.110(1)(i), to discuss with 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.


Executive Session was called at 10:45 a.m. for 30 minutes. An additional 5 minutes was requested. The meeting reconvened at 11:20 a.m.

FUTURE MEETINGS

- Monday, March 28, 2022, 9:00 a.m., Budget/Finance Committee Meeting, Video Conference
- Monday, March 28, 2022, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
- Monday, April 11, 2022, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference

ADJOURNMENT

The meeting adjourned at 11:21 a.m.



Marcus Morrell (Apr 15, 2022 10:33 PDT)

Marcus Morrell, Board Chair



Eryn Villa

Eryn Villa, Board Secretary










2022-03-14 Meeting Minutes

Final Audit Report

2022-04-15

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