



RFA GOVERNANCE BOARD REGULAR MEETING AGENDA

10:00 A.M. – Monday, June 13, 2022

Fire Station #13, 18002 108th Ave SE, Renton, WA 98055

Zoom Webinar: <https://us02web.zoom.us/j/84836968318>

Dial-in: (253) 215-8782 | Webinar ID: 848 3696 8318

View Live via Facebook: <http://www.Facebook.com/RentonRFA>

- Call Meeting to Order
- Roll Call
- Agenda Modifications
- Announcements, Proclamations, and Presentations
 - Good Citizen Recognition for KC Emergency Management Team
- 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.
- Consent Agenda
 - Approval of [Minutes from May 9, 2022](#) Regular Meeting
 - Approval of [Vouchers](#): AP Check Register 4/16/2022 – 5/15/2022
Payroll Checklist 4/1/2022 – 4/30/2022
- Signing of Vouchers
- Board Committee Reports
 - Budget & Finance Committee
 - Operations and Capital Committee
- [Chief's Report](#)
- Division Reports
 - EMS/Health Safety (Deputy Chief DeSmith)
 - PulsePoint is now live. We are supporting with social media and CRP training.
 - June 19th – 25th is the IAFF *Safety Stand Down Week*. Focus this year is on "Situational Awareness".

- Office of the Fire Marshal (Fire Marshal Barton)
 - [OFM Division Report](#)
- Support Services (Deputy Chief Seaver)
 - Final Inspection for new Pierce Pumpers
 - Sta. 11 Remodel
 - OFM Office Remodel
- Response Operations (Deputy Chief Aho)
 - Significant Incidents
 - Nothing to Report
 - Training
 - Spring Pump Academy - Luevano, Braun, Leahy, Lucas, Matteson attended
 - Swiftwater Raft Handling
 - 2nd Qtr Rope Drill for L311
 - 2nd Qtr Swiftwater Drill for Dive312
 - Confined Space Rescue Semi-annual Drill for L311
 - JATC Step Test Prep, E313 and A313, E312 and A312, E317 and A317
 - Wildland Initial Training - Keith, Berg, Myking, Le attended
 - Hazmat Training at BNSF Railyard for HM314
 - Public Outreach
 - NSCC Ride Along on E311, A313, A312
 - Valley Medical Center Nurse Week Parade, E313 and A313 attended
 - Fire Station Tour for 13 and 16
 - Touch-a-Truck Event
 - Little Seedlings Preschool Visit
 - Fairwood Greens HOA Meeting
 - E&E Hazmat Walk-thru for HM314 and King County LEPC
 - Bike Safety Rodeo with City of Renton
 - Operations
 - Engineer Promotional Test all five passed
 - 4th of July Staffing
 - [Total Call Volume by Station Area report](#)
 - [Total Record Volume by Incident Type All Stations report](#)
- Correspondence
- Unfinished Business

- New Business
 - [Ready Rebound Recover Agreement](#)
 - [Re-Appointment of Civil Service Commissioner](#)
- Good of the Order
- 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.
- Future Meetings:
 - Monday, June 27, 2022, 9:00 a.m., Budget/Finance Committee Meeting, Video Conference
 - Monday, June 27, 2022, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
 - Monday, July 11, 2022, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / 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

10:00 A.M. – Monday, May 9, 2022

Fire Station #14 – 1900 Lind Ave SW, Renton/ Video Conference

CALL TO ORDER

Governance Board Chair Morrell called the regular meeting to order at 10:01 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, Deputy Chief Chuck DeSmith, Fire Marshal Anjela Barton, Deputy Chief Mark Seaver, Deputy Chief William Aho, Battalion Chiefs Dan Alexander and Rick Myking, Lieutenants Hyslop and Alvarado, Assistant Fire Marshal Kevin Carolan, Deputy Fire Marshal Robert Wittenberg, Facilities Manager Scott Murphy, Site Reliability Engineers Wyatt Humphreys and Javier Esparza, Administrative Supervisor Christine Noddings, Administrative Specialists Evyn Villa and Samantha Vergara, and RFA Attorney Brian Snure.

Public Present:

Kinnon Williams, Chelsea Glynn

AGENDA MODIFICATIONS

There was one modification; that the executive session be held immediately following the award ceremony.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Award Ceremony

- Officer of the Year – Lt. Brandon Myking
- EMT of the Year – Eng. Bryan Estibal
- Firefighter of the Year – Eng. Brett Bigger
- Citizen of the Year – Admin Supervisor Christine Noddings

Promotional Ceremony

- Dominick Shannon – FF to Lieutenant
- Evyn Villa – Admin Specialist to Finance Assistant

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

The executive session was held between 10:17am – 10:32am

Executive Session pursuant to RCW 42.30.110(1)(b), to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.

CONSENT AGENDA

A **MOTION** was made by Board Member McIrvin and **SECONDED** by Board Member Abercrombie to approve the consent agenda for May 9, 2022. **MOTION CARRIED (6-0)**

SIGNING OF VOUCHERS

The Governance Board Members signed the Voucher Approvals for May 9, 2022.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Heitman's report included the following:

- **Recognition and Awards** – awards presented during the awards ceremony
Additional recognition shared for the top 3 units who were voted in by their peers:

<u>Top Engine Company:</u>	<u>Top Ladder Company:</u>	<u>Top Aid Unit:</u>
(Station 12, C Shift)	(Station 11, D Shift)	(Station 13, B Shift)
Lt. Dan Powell	Lt. Dylan Guyll	FF Dan Beggin
Eng. David Nelson	Eng. David Laha	FF Cody Olson
FF Kayla Eychner	FF Hector Luevano	
- **Welcome to New RRFA Member**
Please join me in welcoming our newest Assistant Fire Marshall, Kevin Carolan. His addition to the team brings us to full staffing at the Fire Marshal's Office. Kevin's first 12 years were spent at FDNY and he has a number of years as a Fire Marshal with Eastside Fire and Rescue.
- **Recruit Academy #13 Graduation**
I would like to congratulate the Firefighter Training Academy Recruit Class #13 for their hard work and dedication. Please join us on Thursday, May 19th at 6:00 PM as we celebrate the event via live stream on the South King County Fire Training Consortium Facebook Page. The graduation will be held at the River of Life Fellowship, 10615 SE 216th St, Kent, WA 98031 if you would like to attend in person.
- **Seattle Region Securing the Cities Program**
Renton RFA has been asked to participate in the Seattle Region Securing the Cities Program that is in partnership with 12 agencies: Seattle Police (lead agency), Seattle Fire, Bellevue Police, King County Sherriff, Pierce County Sherriff, Snohomish County Sherriff, Tacoma Police, WA State Patrol, WA Department of Health, FBI, Pierce County Emergency Management, and Port of Seattle Police. This program is intended to establish radiological and nuclear detection, develop a regional

cadre of instructors and implement training classes, and increase the radiological and nuclear detection capability with provided equipment. This partnership benefits Renton by continuing our involvement in regional groups and being on the forefront of developing training and best practices to better protect our communities.

- **Station Security**

RRFA has been engaged in analyzing the replacement of our antiquated locks for station entrances and looking into key card access. Considering the recent incident involving station 17 and gunfire, we are now looking to include security cameras for the stations on the exterior of the buildings. DC Seaver is working with the facilities team to identify potential systems that will meet our needs to ensure the safety of our members. After researching our options, we will come back to the Board with our recommendation.

- **Governance Board Notifications**

Per our procurement process and policy, I am notifying the Board of the following purchase:
Geotechnical Engineering Services – \$43,800.00

DIVISION REPORTS

Administration (CAO Babich)

- Q1 2022 Financial Report
- Quarter over quarter report requested by Board Member O'Halloran will be implemented during the Q2 report.

EMS/Health Safety (Deputy Chief DeSmith)

- EMS E314 FF Stork Pins
- University of Pittsburgh Fire Department CPR Study; selection of RRFA in a nationwide search for our high save rates
- De-Escalation Training is live! Classes have started after several months of preparation.
- Public CPR class in Spanish was a hit (photo) of FF CPR Instructor Hector Luevano stated: "Thank you so much for the opportunity to teach this class. It was the most enjoyable class I have taught, and everyone had fun and were eager learners. The students were fantastic, and all were so grateful that a Spanish CPR class was offered! Many commented that it is near impossible to find a CPR class in Spanish and when they do exist, they can be prohibitively expensive. The students also mentioned that they had many friends, family, and colleagues who showed interest in participating in a Spanish option."

Office of the Fire Marshal (Fire Marshal Barton)

- OFM Division Report
- King County reached out to RRFA regarding a full fire inspection for the Red Lion after June 5th with the county and the building owners.

Support Services (Deputy Chief Seaver)

- Vehicle Updates w/ photos of Aid Car and New Engine
- Station Updates (11, 13, 14, 17)

Response Operations (Deputy Chief Aho)

- Significant Incident Report - None of note

- Training for the month included recruit ride-alongs; Fire Fighter Fundamentals Training for all crews – focused training on mayday procedures, attacking basement fires, and incident command; Wildland Annual Refresher and Pack Test; De-escalation Training; Rescue Swimmer Annual Pool Training and IDARS Swim Test; Blue Card Initial Class – Carpenter, Eychner, and Ayers attended; JATC Prep Training – E311, E313, E317
- Public Outreach efforts included the Revitalizing Downtown Meeting – B311 and L311 attended; Station 13 Tour Easter Party – E315 attended; Dia del Nino at Highlands Elementary – E312 attended; Renton Multicultural Festival

CORRESPONDENCE

- King County Public Health Letter of Appreciation
- CPR Class Feedback
- Station Sketches – original artwork by a local artist of all 7 stations
- Thank You Card to E315 / A Shift

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Regional Coordination Framework Agreement

Renewal of emergency response agreement between cities and fire districts, originally signed by Fire District 25. Now that District 25 has joined with the RFA, we propose to sign this agreement under the RFA authority.

A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member McIrvine to adopt this agreement as presented. **MOTION CARRIED (6-0)**

Appointment of Governance Board Secretary

Requesting the Board to appoint Samantha Vergara as new Governance Board Secretary as Evyn Villa has been promoted to Finance.

A **MOTION** was made by Board Member O'Halloran and **SECONDED** by Board Member McIrvine to appoint a new Board Secretary as presented. **MOTION CARRIED (6-0)**

Approval for Station 16 Property Purchase and Sale Agreement

Request to approve the real estate purchase and sale agreement for the property located at 15815 SE 128th under threat of eminent domain for the price of \$2.4 million as presented by legal counsel and authorizing Chief Heitman to execute the real estate purchase and sale agreement and other related agreements in furtherance of closing this sale.

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Meikle to execute the real estate purchase as presented. **MOTION CARRIED (6-0)**

GOOD OF THE ORDER

Board Member O'Halloran requesting a donation of the jaws-of-life apparatus for Renton's sister city in Jalisco, Mexico. With a recent completion of a federal highway that runs through a town in the

Sierra mountains they are continuously asked to respond to major accidents. Board Chair Morrell recommended further discussion in one of our next subcommittee meetings.

FUTURE MEETINGS

- Monday, May 23, 2022, 9:00 a.m., Budget/Finance Committee Meeting, Fire Station #13 (18002 108th Ave SE, Renton)/ Video Conference
- Monday, May 23, 2022, 10:30 a.m., Operations/Capital Committee Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference
- Monday, June 13, 2022, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference

ADJOURNMENT

The meeting was adjourned at 11:09 a.m.

Marcus Morrell, Board Chair

Samantha Vergara, Board Secretary

VOUCHER APPROVAL FOR JUNE 13TH, 2022 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: _____
Steven C. Heitman, 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 \$2,172,810.97, payroll vouchers and direct deposits totaling \$1,329,201.54.

A/P VOUCHERS	Payment Date	Numbers	Amount
Virtual Pay	04/16/2022 - 05/15/2022	APA000750-APA000829	\$974,008.26
Checks	04/16/2022 - 05/15/2022	113667-13673	\$148,164.93
EFTs	04/16/2022 - 05/15/2022		\$281,373.02
Bank Drafts	04/16/2022 - 05/15/2022		\$769,264.76
AR Refund Checks	04/16/2022 - 05/15/2022	-	\$0.00
TOTAL A/P			\$2,172,810.97

PAYROLL VOUCHERS		No. of Vouchers	Amount
Direct Deposits	4/25/2022	170	\$645,936.36
Payroll Checks	4/25/2022	2	\$0.00
Direct Deposits	5/10/2022	172	\$683,265.18
Payroll Checks	5/10/2022	3	\$0.00
TOTAL PAYROLL		347	\$1,329,201.54

TOTAL CLAIMS	\$3,502,012.51
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Renton Regional Fire Authority Governance Board:

Marcus Morrell, Board Chair

Ryan McIrvine, Board Vice Chair

Myron Meikle, Board Member

Kerry Abercrombie, Board Member

Valerie O'Halloran, Board Member

Ruth Pérez, Board Member



RENTON REGIONAL FIRE AUTHORITY

M E M O R A N D U M

DATE: June 13, 2022

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

FROM: Steve Heitman, Fire Chief

SUBJECT: Renton Regional Fire Authority Chief's Report

1. Recruit Graduation of Class #13

On Thursday, May 19th, family and friends gathered at the River of Life Church to celebrate the graduation of three recruits who are now officially Renton Firefighters. This was the thirteenth academy graduation from the Training Consortium and we continue to be extremely pleased with the training our recruits are receiving.



2. Muscular Dystrophy Association Boot Drive

IAFF Locals across the nation geared up for another boot collection day in honor of the Muscular Dystrophy Association (MDA). [Local 864 firefighters](#) stood at the intersection of Petrovitsky & 108th Ave SE on May 23rd and raised a total of \$5,000 to donate to the MDA this year. The union has supported the MDA since 1955, and we're proud to participate each year and continue the tradition.

3. Firefighter Interviews

We pulled names from Public Safety and are in the process of conducting 196 interviews. The week of May 31 – June 3rd, the Chiefs conducted 55 interviews and intend to make ten job offers for the August academy.

4. Seattle Fire Department (SFD) Executive Leadership Academy

On Saturday, May 14th, I attended a commencement ceremony at the City of Seattle Joint Training Facility to celebrate the accomplishments of CAO Samantha Babich and DC William Aho as part of the 2021-2022 Class of the SFD Executive Leadership Academy (Cohort 3). The ELA plays an important role in focusing on the leadership development of the most senior leaders in King County Fire Services, and we are very proud of our members for representing Renton RFA with the highest level of professionalism.

5. 2022 Washington Fire Chiefs Annual Conference

The WFC Annual Conference was held May 23rd-27th this year in Wenatchee, and I attended with DC DeSmith. The conference offered several classes that were very valuable to us both for our work in the RFA.

6. Federal Reserve Inspection with OFM

On Tuesday, May 17th, I was able to participate in an annual fire inspection at the Federal Reserve in Renton with Deputy Fire Marshal Christian Moore. The inspection was very informative and gave me a greater appreciation of the variety of protected facilities we have in Renton.

7. Meeting with St. Vincent de Paul

DC DeSmith and I met with Camila Lagow and Roberto Perez with SVdP to explore opportunities about a partnership that involves teaching Spanish-speaking CPR classes and educational/career programs in Renton schools. This effort is still in the developmental stages.

8. Tukwila Contract for Fire Services Update

The community committee from the task force that the City of Tukwila formed to examine the possibility of contracting fire services recommended to the Tukwila City Council that they pursue a contract with Puget Sound RFA.

9. Governance Board Notifications

Per our procurement process and policy, I am notifying the Board of the following purchase.

Battalion Chief Command Vehicle (F156) – \$47,912.80

Muscular Dystrophy Association Boot Drive



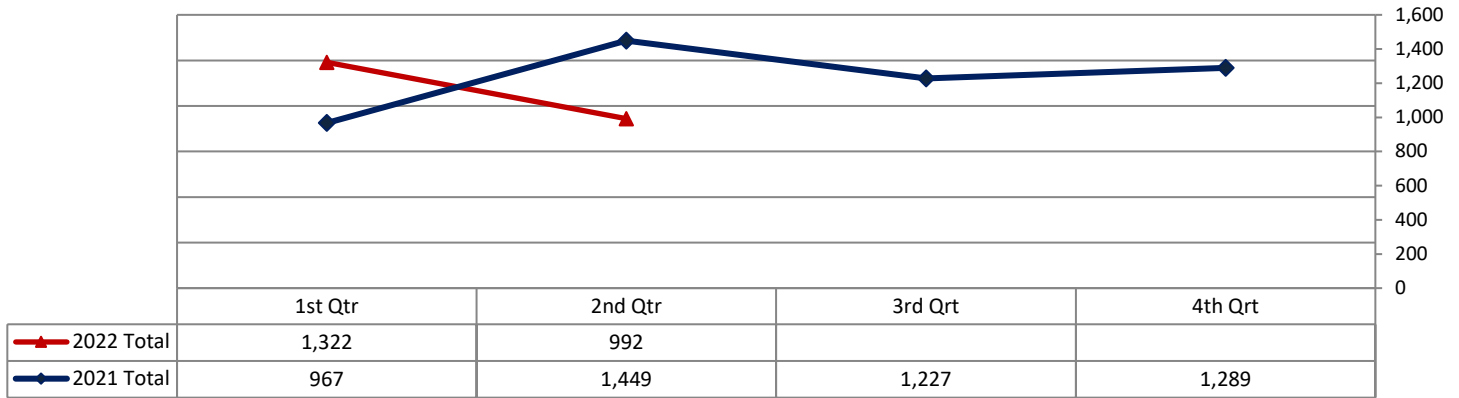
Office of the Fire Marshal 2022 Quarterly Report

June 2022

Inspections

Staff completed 493 inspections (business, multi-family, IFC permit, special, complaint & re-inspections) in May.

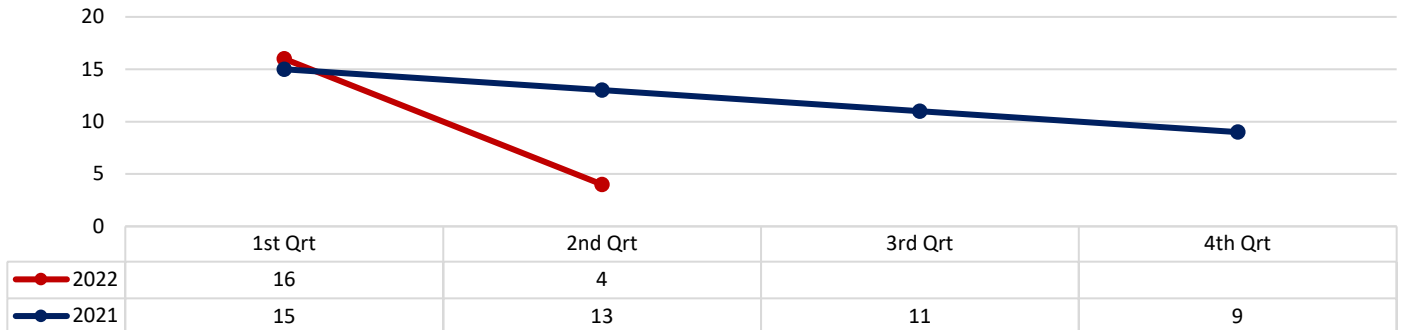
Inspections Completed by Quarter - Comparative to 2021



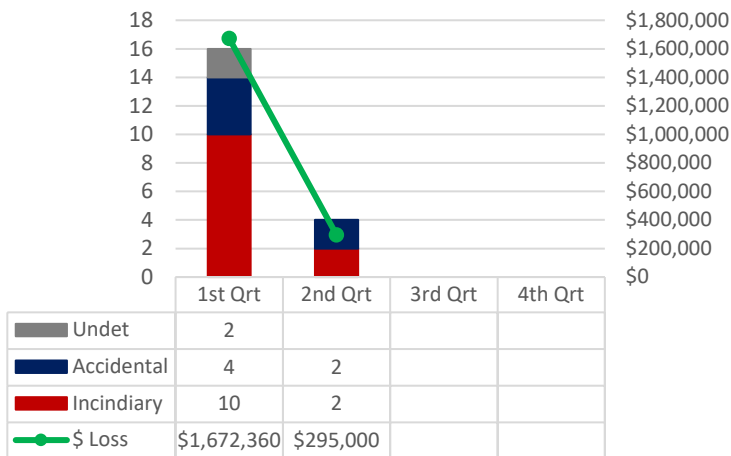
Fire Investigations

Staff investigated 3 fires in May. Total cumulative dollar loss is estimated at \$1.9 million.

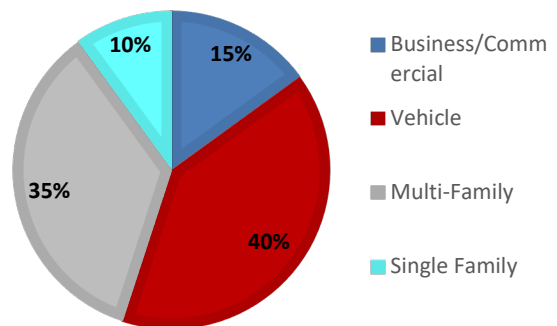
Fire Investigations by Quarter - Comparative to 2021



FIRE CAUSE AND LOSS ESTIMATE



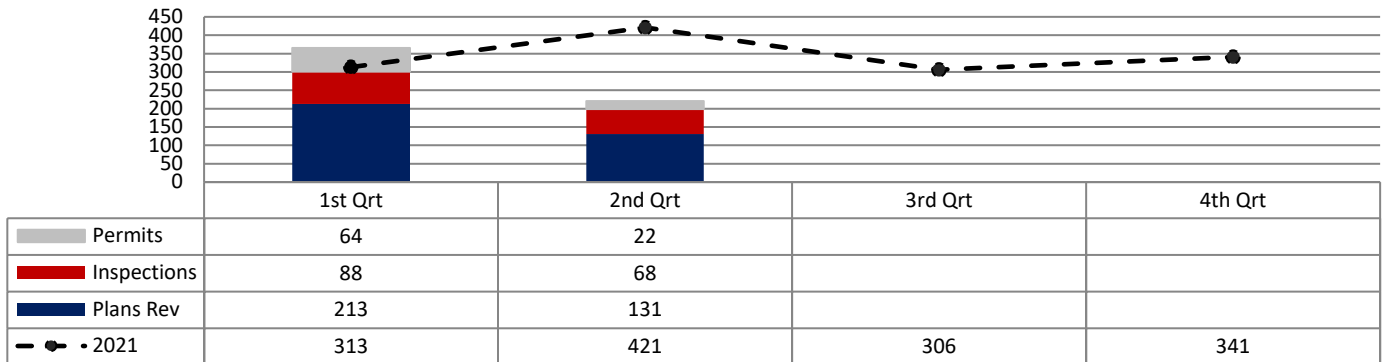
PROPERTY TYPE OF INVESTIGATED FIRES



Plans Review, Construction Inspections & Permits

Staff completed 55 plans reviews, 32 construction inspections, and issued 14 fire systems and/or fire construction permits in May.

Plans Review, Construction Inspections & Permits by Quarter - Comparative to 2021



Plans were reviewed for Impact Black River Elementary School, a private school renovating approximately 40,000 square foot former grocery store for a private elementary school, located at 1920 116th Ave SE.

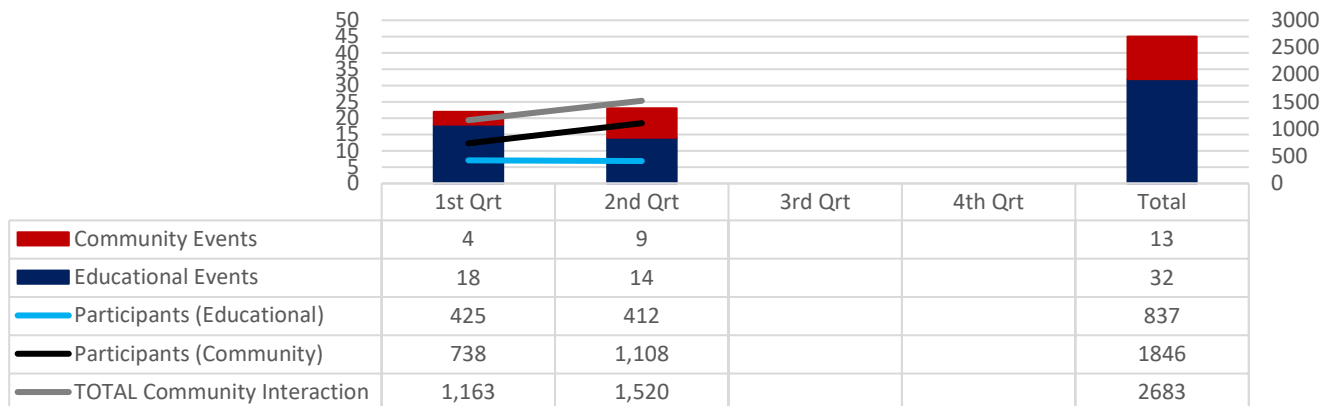
Plans were reviewed for Big Chicken a new national chain restaurant located at the Landing shopping center, replacing an existing vacant restaurant located at 921 N. 10th St.

Public Education / Community Outreach Highlights



- Provided 5 pre-school fire safety visits, reaching 94 preschoolers and school staff. We also wrapped up our Kindergarten Fire Safety program for this school year, providing the final class – reaching 17 students.
- Engine 12, Ladder 11 and Aid 12 participated in the City of Renton's Multi-Cultural Festival and were able to provide blood pressure and blood sugar checks for attendees, as well as share home fire safety info and career info to over 300 attendees.
- Aid 13, B313 and Engine 13 participated in the Valley Medical Center Nurses Appreciation Parade that took place around the hospital – over 100 people attended the parade.
- Engine 12 and Aid 12 attended the Touch-A-Truck event at Meadow Crest Early Learning Center, where over 300 students learned about our apparatus and fire safety.

PUBLIC EDUCATION & COMMUNITY OUTREACH

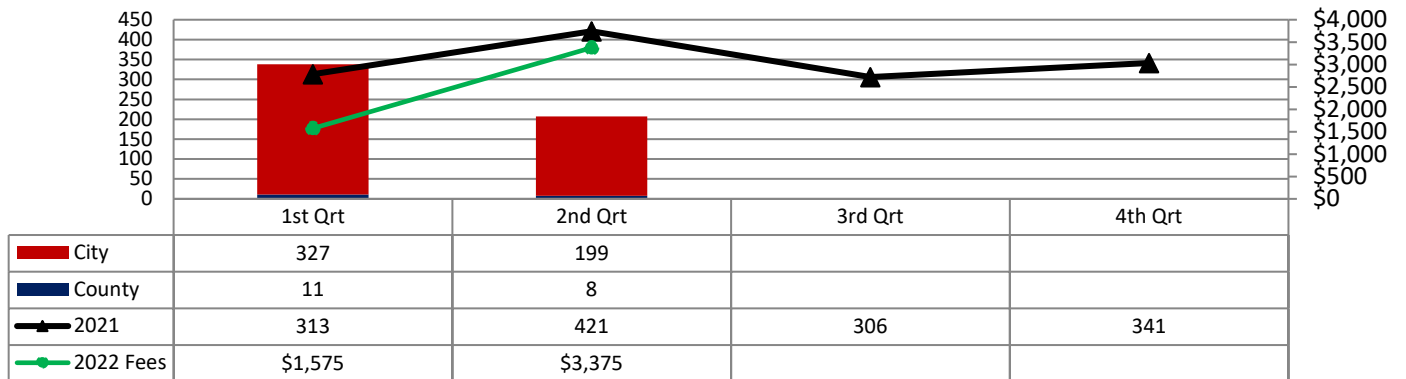


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False Alarms

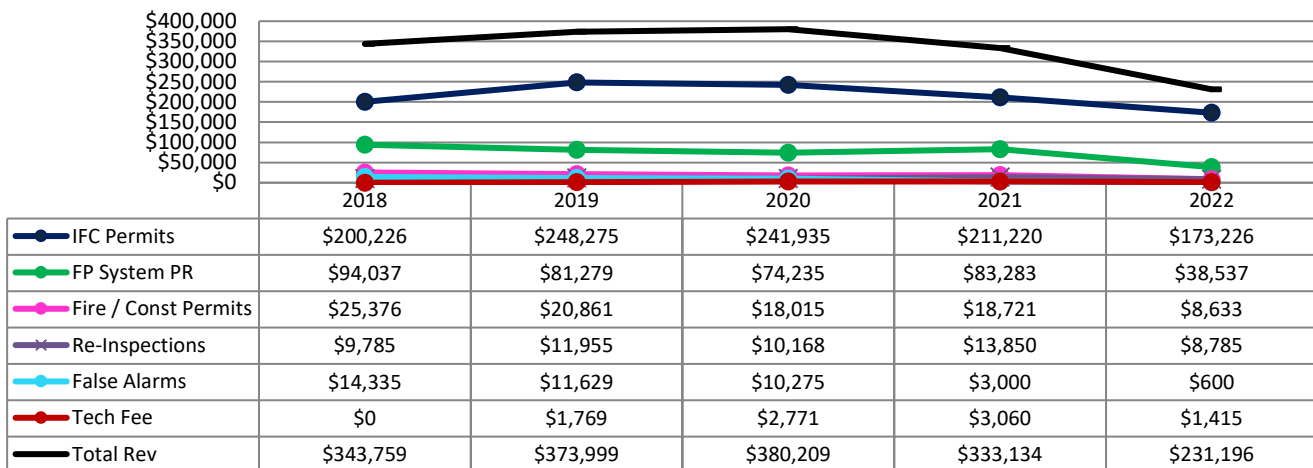
The Department has responded to 107 false alarms in May, with \$1,950 in fees issued to property owners/tenants for preventable alarms. (False alarm fees were waived in 2020 and 2021).

2022 False Alarms by Month, Location & Fees - Comparative to 2021



Revenue \$231,196 in Fire Marshal revenues have been collected in 2022.

OFM Revenue by Year (2018-Present)





Custom ▾ Jan 1, 2022 - May 31, 2022 ▾

22%

FIRE

Percentage of Total Incidents

78%

EMS

Percentage of Total Incidents

8,128

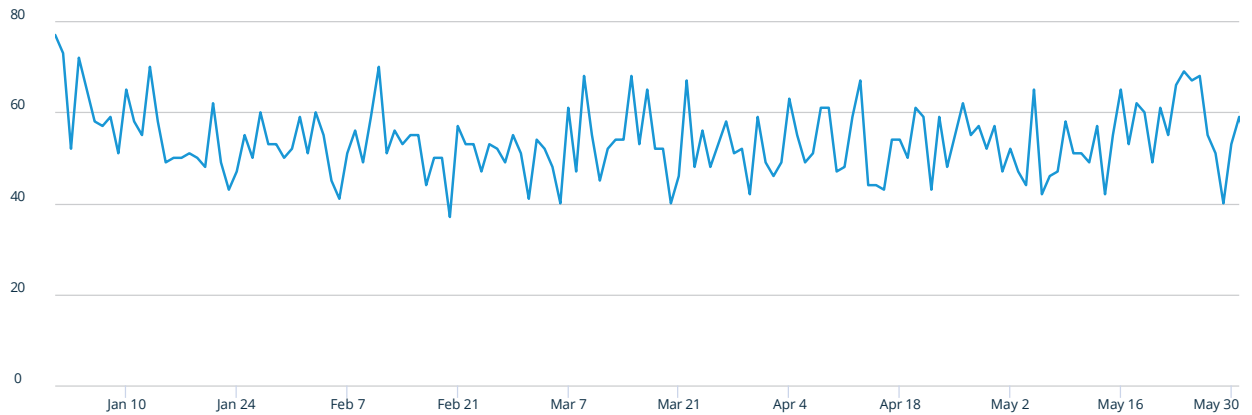
INCIDENTS

In Selected Time Slice

151

DAYS

In Selected Time Slice



% Rows

% Columns

% All

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	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22	Aug '22	Sep '22	Oct '22	Nov '22	Dec '22	Jan '23	Total
(35) Extrication, rescue	4		1	1	5									11
(36) Water or ice-related rescue	2	1		1	2									6
(40) Flammable gas or liquid condition, other	3	1	1	1	3									9
(41) Combustible/f.. spills & leaks	12	7	13	8	3									43
(42) Chemical release, reaction, or toxic condition	4	2		6	1									13
(44) Electrical wiring/equipm. problem	7	3	9	8	8									35
(46) Accident, potential accident			1	1										2
(48) Attempted burning, illegal action	2	3	4	1	2									12
(50) Service call, other	5	5	9	9	13									41
(51) Person in distress	6		3	1	6									16
(52) Water problem	18	10	2	5	7									42
(53) Smoke, odor problem	5	3	2	5	4									19
(55) Public service assistance	17	17	16	32	20									102
(56) Unauthorized burning	4	1	2	1	5									13
(60) Good intent call, other	3	1	5	2	5									16
(61) Dispatched and canceled en route	105	99	94	117	91									506
(62) Wrong location, no emergency found	5	10	5	3	5									28
(63) Controlled burning		1	1		3									5
(64) Vicinity alarm					1									1
(65) Steam, other gas mistaken for smoke	9	10	10	7	9									45
(67) HazMat release investigation w/no HazMat	7	3	3	3										16
(70) False alarm and false call, other	17	14	9	11	5									56
(71) Malicious, mischievous false alarm	11	6	8	12	18									55
(73) System or detector malfunction	45	17	32	23	28									145
(74) Unintentional system/detect... operation (no fire)	61	52	71	60	55									299
(90) Special type of incident, other	9	10	4	6	16									45
NULL					3									3

	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	Jul '22	Aug '22	Sep '22	Oct '22	Nov '22	Dec '22	Jan '23	Total
UNK	1	1		1	2									5
UNK			1		3									4
Total	1,745	1,467	1,632	1,603	1,691									8,138



Governing Board Agenda Item

SUBJECT/TITLE: Ready Rebound Recover Renewal Proposal/Statement of Work

STAFF CONTACT: CAO Samantha Babich

SUMMARY STATEMENT:

Ready Rebound provides assistance to all employees and family members in case of an on the job injury or personal injury. Ready Rebound helps the employee navigate physicians, appointments, and procedures with the ultimate goal of getting the worker back to work as soon as possible. In 2021, we had 16 cases (11 on duty, 5 off duty), saved 159 days of wait time amounting to \$107,892.86 of overtime savings. To date in 2022, we had 7 cases (2 on duty, 5 off duty), saved 42 days of wait time amounting to \$28,500.00

Expenditure \$147,224.31 (three years)

Revenue

Currently in the Budget Yes ☒ No ☐

SUMMARY OF ACTION:

In order for the RFA to continue these services, the RFA ask that the Board approve the proposal/statement of work for the next three (3) years.

2023 - \$49,074.77

2024 - \$49,074.77

2025 - \$49,074.77

Reviewed by Legal Yes ☐ No ☒

EXHIBITS:

1.) Ready Rebound, Recover Proposal/Statement of Work

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

I move to authorize the Fire Chief to sign a 3 year proposal/statement of work for Ready Rebound for a total cost over three (3) years of \$147,224.31.



PROPOSAL/ STATEMENT OF WORK (SOW)
by and between
Ready Rebound, LLC, a Delaware limited liability company
and **Renton Regional Fire Authority (“Client”)**

Dated: April 5th, 2022
Ready Rebound *Recover*

Introduction. Ready Rebound, *Recover* is dedicated to creating an integrated, comprehensive, and personalized health and performance program for Client. Ready Rebound’s innovative solutions will add value to the job for Client’s employees through implementation of programs targeting job preparation and recovery as well as provide resources and initiatives that support an improved process of management and prevention of injury. Ready Rebound’s research and clinical expertise will create integrated single-source service solutions for Client that will help reduce injury-related costs, streamline the management of injury treatment and rehabilitation, and lead to the implementation of a sustainable and efficient evidence-based health, fitness, and performance programming. This innovative program will lead to the discovery of new information, knowledge, and possibly tools that provide data and outcome driven metrics to improve the quality of life for a city worker, both during his/her career and post-retirement.

Project Description. The strategic phases of this project will begin with an initial period of consultative assessment that will inform the development of strategic research initiatives and implementation of targeted programs and practices. Our short-term goals include (a) creating an awareness and understanding for the added value that Rebound brings to the individual employee, (b) identifying gaps in knowledge and practices that, if closed, will improve health of Client’s employees, and (c) establish an injury management system that rewards the employee and employer through efficiency, reduced costs, and reduced time lost.

Specific Aims/Milestones. Ready Rebound will provide a team of experts and professionals who are licensed as physical therapists and athletic trainers, credentialed in advanced assessment of movement and strength and conditioning, trained in cutting edge technology and software, and established educators and researchers. The Ready Rebound team will work with Client to:

1. Establish and implement a network-based system for management of the treatment orthopedic injury. Achieving this milestone will involve:
 - a. Full Assessment and determination of best practice for implementation of the Network based on workers compensation laws, HIPAA, and practice acts in the State of Washington;
 - b. Selection of physicians (orthopedic and primary care) and physical therapists or athletic trainers for the Network;
 - c. Implementation of Ready Rebound software for current employees; and
 - d. Access to the Ready Rebound Network will be allowed for Client’s employees, current and future retired employees, and their immediate family members.
2. Development of outcome metrics. Achieving this milestone will involve:
 - a. Ready Rebound will work with the Client Representative (as identified below) to obtain data necessary to build a metric model (i.e., days lost, # of injuries, body part, injury type, dollars spent on health claims, dollars spent on “backfill”, participation in healthy initiatives); and
 - b. Develop predictive/proprietary algorithm(s) for determination of # of injuries/lost days and the cost benefits of the collective and individual programs (such models and algorithms may require three (3)

years of data in order to obtain a sample size large enough to create a valid and reliable metric).

Implementation Timeline. Access to the Ready Rebound Provider Network and advocacy services shall commence on January 1st, 2023.

Fees.

Year 1. Total Fees due and payable for the Services performed during the term of January 1st, 2023, to December 31st, 2023, will be **Forty-Nine Thousand Seventy-Four Dollars and 77/100 Cents** (\$49,074.77 = \$358.21 x 137 members) payable in full on January 1st, 2023, or unless otherwise agreed upon.

Year 2. Total Fees due and payable for the Services performed during the term of January 1st, 2024, to December 31st, 2024, will be **Forty-Nine Thousand Seventy-Four Dollars and 77/100 Cents** (\$49,074.77 = \$358.21 x 137 members) payable in full on January 1st, 2024, or unless otherwise agreed upon.

Year 3. Total Fees due and payable for the Services performed during the term of January 1st, 2025, to December 31st, 2025, will be **Forty-Nine Thousand Seventy-Four Dollars and 77/100 Cents** (\$49,074.77 = \$358.21 x 137 members) payable in full on January 1st, 2025, or unless otherwise agreed upon.

Name: _____

Email: _____

Telephone Number: _____

Client Entities:

Terms and Conditions. This SOW adopts and incorporates by reference Ready Rebound's standard terms and conditions, available at <https://readyrebound.com/terms-conditions/>. Notwithstanding anything to the contrary contained in or incorporated into any other document executed between the parties, the terms and conditions shall apply to this SOW and any subsequent orders, agreements, or SOWs and shall govern the relationship between the parties, unless there is a specific exception to the terms and conditions outlined in such SOW. By accepting this SOW, Client confirms Client has read and accepts the terms and conditions.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto have caused this SOW to be executed on the day and year of the first above written. No portion of this SOW may be reproduced, duplicated, or revealed in any manner without the prior written consent of READY REBOUND.

READY REBOUND:

Ready Rebound, LLC

By: _____
Luis Rivera, Founder and CEO

CLIENT:

By: _____
Name: _____
Title: _____
Address: _____



Governing Board Agenda Item

SUBJECT/TITLE: Civil Service Commissioner Appointment

STAFF CONTACT: CAO Samantha Babich

SUMMARY STATEMENT:

The term for current Civil Service Commissioner Jim Matthew is expiring effective June 30, 2022. He has agreed to renew his commitment effective July 1, 2022. This term will expire on June 30, 2028.

FISCAL IMPACT:

Expenditure NA Revenue NA

Currently in the Budget Yes ☐ No ☐

SUMMARY OF ACTION:

Pursuant to the Renton RFA Plan, the RFA has established its own Civil Service Commission. RCW permits the Governance Board to appoint commissioners in accordance with RCW 41.08.030. The term for current Civil Service Commissioner Jim Matthew is expiring and he would like to continue in his role as Civil Service Commissioner for a term of 6 years.

Reviewed by Legal Yes ☐ No ☒

EXHIBITS:

Civil Service Commissioner Appointment Letter

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

I move to appoint Jim Matthew as Civil Service Commissioner for the Renton Regional Fire Authority effective July 1, 2022 - June 30, 2028.

JUNE 13, 2022

JIM MATTHEW
223 Garden Ave N
Renton, WA 98057

RE: CIVIL SERVICE COMMISSIONER APPOINTMENT

Dear Mr. Matthew,

Thank you for volunteering to serve as a Commissioner for the Renton Regional Fire Authority Civil Service Commission. Your dedication to the employees of Renton RFA is both valued and appreciated.

It is my pleasure to appoint you to serve on the Renton Regional Fire Authority's Civil Service Commission for an additional six (6) year term expiring on June 30, 2028.

Meeting dates are the 3rd Tuesday of each month at 4pm located at Station 13. Since your current term expires on June 30, 2022, the first Civil Service Meeting under your new appointment will be on July 19, 2022. If you have any questions regarding the commission, please feel free to contact Jennifer Zinck, Sr. Human Resources Generalist/Secretary-Chief Examiner at 425-276-9507.

Congratulations on your appointment! We look forward to working with you.

Respectfully,

Marcus Morrell
Governance Board Chair

