



RFA GOVERNANCE BOARD REGULAR MEETING AGENDA

10:00 A.M. – Monday, April 10, 2023

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
- Flag Salute
- 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.
- Consent Agenda
 - Approval of [Minutes from March 13, 2023](#), Regular Meeting
 - Approval of [Vouchers](#): AP Check Register 2/16/2023 – 3/15/2023
Payroll Checklist 2/1/2023 – 2/28/2023
- Signing of Vouchers
- Board Committee Reports
 - Budget & Finance Committee
 - Operations and Capital Committee
- [Chief's Report](#)
- Division Reports
 - Administration (CAO Babich)
 - EMS/Health & Safety (Deputy Chief DeSmith)
 - FD CARES Stair Chair video
 - City of Renton Equity and Housing
 - Nick of Time Foundation, Liberty High School Event

GOVERNANCE BOARD REGULAR MEETING AGENDA

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- Office of the Fire Marshal (Lead Fire Plans Reviewer Corey Thomas)
 - [OFM Monthly Report](#)
- Support Services (Deputy Chief Alexander)
 - Station 15 Water Tower Update
- Response Operations (Deputy Chief Seaver)
 - Significant Events
 - 3/4 SE 192nd St/129th Pl SE, Station 17 – MVA
 - 3/13 2000 Benson Rd S, Station 13 – Commercial Fire
 - 3/18 SW Sunset Blvd/Oakesdale Ave SW, Station 11 – Residential Fire
 - Training
 - MCO Active Shooter Drills
 - Tech Training
 - New Diver Certification and Swiftwater Kayak
 - County Wide Hazmat Drill, Drill at Phillips 66
 - Rescue Systems 1
 - CBT Instructor Workshop
 - Respectful Entry Kits
 - Night MCOs
 - All Officer's Meeting
 - Public Outreach
 - Station Tours at 11 and 13
 - Increase in Ride Alongs
 - [March Response Reports](#)
- Correspondence
 - [Thank You Note to Station 16](#)
- Unfinished Business
- New Business
 - [Levy Lid Lift](#)
- Good of the Order
- Executive Session
- Future Meetings:
 - Monday, April 24, 2023, 10:00 a.m., Budget/Finance Committee Meeting, Video Conference
 - Monday, April 24, 2023, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference

GOVERNANCE BOARD REGULAR MEETING AGENDA

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- Monday, May 8, 2023, 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, March 13, 2023

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

CALL TO ORDER

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

ROLL CALL

Governance Board Members Present:

Kerry Abercrombie, Vice Chair (Fire District 25)
James Alberson (City of Renton)
Marcus Morrell (Fire District 25)
Ruth Pérez (City of Renton)
Andrew Schneider (Non-Voting Advisory Position, Fire District 40)

Governance Board Members Not Present:

Valerie O'Halloran, Chair (City of Renton)
Sean Cook (Fire District 25)

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 Dan Alexander, Assistant Fire Marshal Kevin Carolan, Battalion Chief Mike Proulx, Battalion Chief Ryan Simonds, Cpt. Mark Dos Remedios, Cpt. Jason Lundin, Lt. Chris Krystofiak, Facilities Manager Scott Murphy, Communications Manager Katie Lewis, Site Reliability Engineers Wyatt Humphreys and Javier Esparza, Administrative Supervisor Christine Noddings, Board Secretary Samantha Vergara, and RFA Attorney Brian Snure.

Public Present (In-Person):

Mindy, Addison & Makena Simonds, Tim & Kerry Simonds, Laura Lundin, Jane Lundin, Joan De Merchant, Anita Alexander, Jay & Shelly Alexander, and Holly, Josie & Ben Alexander

Public Present (Virtual):

John Lundin, Kinnon Williams

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

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Promotional Ceremony – Chief Heitman and Deputy Chief Seaver presented.

- Dan Alexander – Battalion Chief to Deputy Chief
- Ryan Simonds – Captain to Battalion Chief
- Jason Lundin – Lieutenant to Captain
- LaQuanza Flowers – Sr. Finance Analyst to Finance Manager
- Christine Noddings – Administrative Supervisor to Administrative Services Manager

GOVERNANCE BOARD REGULAR MEETING MINUTES

March 13, 2023

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AGENDA MODIFICATIONS

Deputy Chief Seaver requested to move Executive Session prior to New Business.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

Approval of minutes from the February 13, 2023 Regular Meeting, the February 28, 2023 Special Meeting, and the approval of vouchers.

A **MOTION** was made by Board Member Pérez and **SECONDED** by Board Member Alberson to approve the consent agenda for March 13, 2023. **MOTION CARRIED (4-0)**

SIGNING OF VOUCHERS

The Governance Board Members signed the Voucher Approval letter for March 13, 2023.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Heitman presented his Chief's report.

DIVISION REPORTS

Each of the division managers presented an overview of their respective division reports.

After the Fire Marshal report, Board Member Alberson asked if there is a connection between the fire prevention tips and the low number of fire responses year-to-date. Fire Marshal Barton will include this information into the monthly report, noting Assistant Fire Marshal Carolan will present next month's report.

With the Support Services report, Board Member Pérez commented on the report of the station 15 water tower. She thanked Chief Seaver for sharing the current issues and asked he keep the Board informed.

After the Response Operations report for public outreach, Board Member Pérez informed RRFA that the Neighborhood-to-Neighborhood Program will reactivate picnics this year. She requested the RRFA be an active partner during these events. Chief Heitman supported the involvement.

Regarding the "Nick of Time" event, Vice Chair Abercrombie asked if the event revealed any concerns among participants. Deputy Chief DeSmith is awaiting results from the testing.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

2023 Executive Leadership Team Retreat and Planning

Professionalism • Integrity • Leadership • Loyalty • Accountability • Respect

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March 13, 2023

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The packet was shared with the Board as a follow-up to Vice Chair Abercrombie's request from the February meeting.

EXECUTIVE SESSION

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.

Executive Session was called at 10:40 a.m. for 15 minutes. The meeting reconvened at 10:55 a.m.

NEW BUSINESS

Package Offer for Additional Station 16 Property

Vice Chair Abercrombie entertained a motion to approve the package presented to purchase the additional property for the new Fire Station 16.

A **MOTION** was made by Board Member Pérez and **SECONDED** by Board Member Alberson to approve the presented package. **MOTION CARRIED (4-0)**

GOOD OF THE ORDER

There was no good of the order.

FUTURE MEETINGS

- Monday, March 27, 2023, 10:00 a.m., Budget/Finance Committee Meeting, Fire Station #13 (18002 108th Ave SE, Renton)/ Video Conference
- Monday, March 27, 2023, 10:30 a.m., Operations/Capital Committee Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference
- Monday, April 10, 2023, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference

ADJOURNMENT

Board Vice Chair Abercrombie entertained a motion to adjourn the meeting.

A **MOTION** was made by Board Member Alberson and **SECONDED** by Board Member Pérez to adjourn the meeting. **MOTION CARRIED (4-0)**

Board Vice Chair Abercrombie adjourned the meeting at 10:56 a.m.

Valerie O'Halloran, Board Chair

Samantha Vergara, Board Secretary

VOUCHER APPROVAL FOR APRIL 10, 2023 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 \$2,409,567.98, payroll vouchers and direct deposits totaling \$1,773,866.56.

A/P VOUCHERS	Payment Date	Numbers	Amount
Virtual Pay	02/16/2023 - 03/15/2023	APA001646-APA001725	\$1,080,602.03
Checks	02/16/2023 - 03/15/2023	-	\$0.00
EFTs	02/16/2023 - 03/15/2023		\$346,898.85
Bank Drafts	02/16/2023 - 03/15/2023		\$982,067.10
AR Refund Checks	02/16/2023 - 03/15/2023	-	\$0.00
TOTAL A/P			\$2,409,567.98

PAYROLL VOUCHERS		No. of Vouchers	Amount
Direct Deposits	2/24/2023	176	\$1,102,692.35
Payroll Checks	2/24/2023	0	\$0.00
Direct Deposits	3/10/2023	175	\$671,174.21
Payroll Checks	3/10/2023	1	\$0.00
TOTAL PAYROLL		352	\$1,773,866.56

TOTAL CLAIMS	\$4,183,434.54
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Renton Regional Fire Authority Governance Board:

Valerie O'Halloran, Board Chair

James Alberson, Board Member

Marcus Morrell, Board Member

Kerry Abercrombie, Board Member

Sean Cook, Board Member

Ruth Pérez, Board Member

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RENTON REGIONAL FIRE AUTHORITY

M E M O R A N D U M

DATE: April 10, 2023

TO: Kerry Abercrombie (Fire District 25)
James Alberson, Jr. (City of Renton)
Marcus Morrell (Fire District 25)
Valerie O'Halloran (City of Renton)
Ruth Pérez (City of Renton)
Andrew Schneider (Non-Voting Advisory Position, Fire District 40)

FROM: Steve Heitman, Fire Chief

SUBJECT: Renton Regional Fire Authority Chief's Report

1. Welcome Member

Deputy Fire Marshal Wyatt Nelson is from Snohomish, WA and graduated from Snohomish High School in 2017 while also completing his associate degree. After high school, he joined the Marine Corps Reserves and spent the next year and a half in California on active-duty orders. He returned to Washington at the end of 2018 and moved to Bellingham and began managing multiple automotive shops. Eventually, Wyatt moved to Lynnwood where he currently lives to further his career and skills. He spends most of his time with his significant other, catching up with friends, and working on completing his bachelor's degree. On the weekends, he enjoys being outside and exploring the Pacific Northwest.



2. 2023 Leukemia & Lymphoma Society Firefighter Stairclimb

The 32nd annual Leukemia & Lymphoma Society (LLS) Firefighter Stairclimb was on Sunday, March 12th. 17 of our members participated in the fundraising portion of the event; 16 of those members climbed 69 flights of stairs donning 60 lbs of full firefighter gear and SCBA equipment. Lt. Jamie Durkan has been Team Captain for this event since 2018, with a goal to climb every year until he retires. The team's goal this year was to raise \$10,000 and ended up raising \$16,683! All Renton RFA participants completed the climb in under 33 minutes, the first member completing it in just under 16 minutes! Out of the 330

participating fire agencies across 8 countries, our team came in 28th place! Please join me in congratulating those who trained hard to make this possible:

- Benjamin Thomas (15:54.6)
- Chris Ellis (16:13.6)
- Brandon Ross (17:26.0)
- Robert Hyslop (19:04.5)
- Kenneth Swinford (19:54.2)
- Kristian Ramos (20:20.6)
- Brendon McIntyre (20:38.5)
- Daniel Hawkins (20:55.5)
- Bryan Estibal (20:56.7)
- Jamie Durkan (21:02.0)
- Joseph Mack (22:11.5)
- Daniel Beggin (22:17.4)
- Claire O'Brien (26:26.3)
- Kelly Carpenter (28:17.5)
- Lexi McGinnis (32:22.1)
- Emilie Garza (32:33.0)
- Cody Olson (fundraiser only)

3. Annual Banquet

On March 10th, we held our first annual banquet since the pandemic at the Renton Pavilion Events Center. We recognized our members and top companies of the year for 2022, in addition to 28 Renton RFA retirees dating back to 2019. Over 200 past and present members and their family & friends attended the event. I'd like to thank Craig Soucy for helping emcee the event, and Dan Beggin, Ben Thomas, Jessica Clearman, Patrick Leahy, Rhonda Heyden and Christine Noddings for their time coordinating the event for the organization.

4. Work/Life Balance Workshops

On March 22nd and 23rd, we welcomed keynote speaker Dr. Donnie Hutchinson, a leading expert on work/life balance, to talk about the importance of prioritizing what matters most. Dr. Hutchinson delivered two engaging and informative sessions that provided attendees with practical strategies for achieving a healthy balance between work and personal life. We look forward to continuing to provide our members with opportunities for personal and professional development.

5. Renton Fire History Project

We were approached by Jim and Cathy Matthew who informed us that they have six bins of Renton Fire historical documents, photos and artifacts, and asked for assistance sorting through the items. They are working with the RFA's administration team to digitize the documents and photos, and we are working with Washington State Archives to ensure permanent retention of these historical items. The admin team will be meeting with the museum director of the Renton History Museum on April 18th to discuss the display of these historical items.

2023 Leukemia & Lymphoma Society Firefighter Stairclimb



Claire O'Brien Ben Thomas



Emilie Garza & Dan Hawkins



Bryan Estibal, Chris Cline, Brandon Ross, Joe Mack & Jamie Durkan



Pictured (from right): Ben Thomas, Dan Hawkins, Bryan Estibal, Joe Mack, Brandon Ross and Chris Cline.

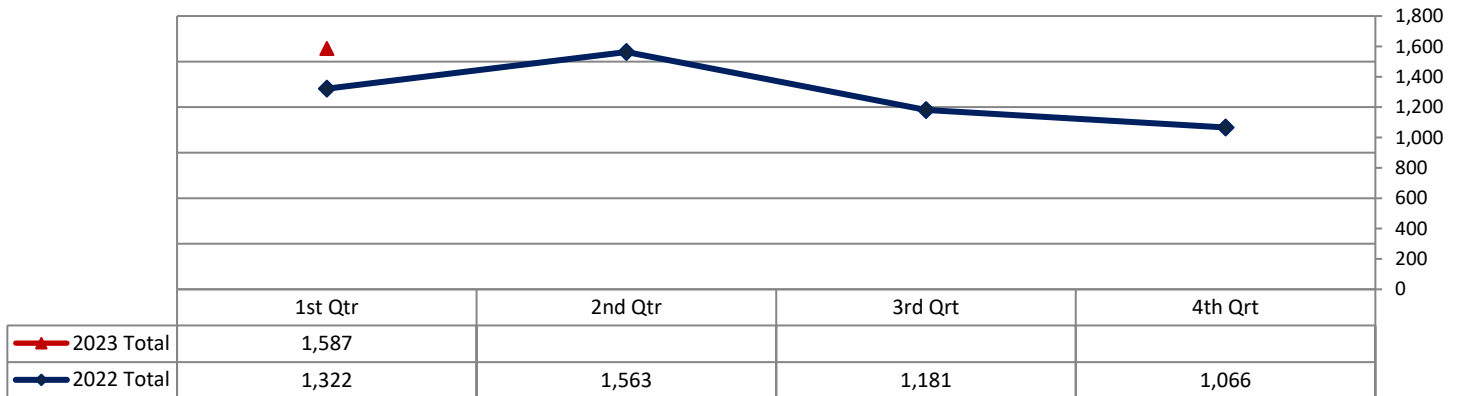
Office of the Fire Marshal 2023 Quarterly Report

April 2023

Inspections

Staff have completed 1,587 inspections (business, multi-family, IFC permit, special, complaint & re-inspections) year to date.

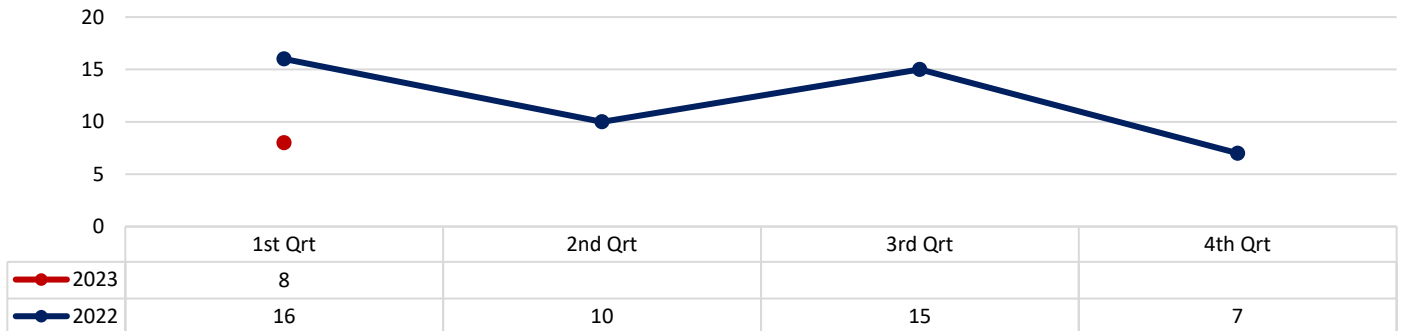
Inspections Completed by Quarter - Comparative to 2022



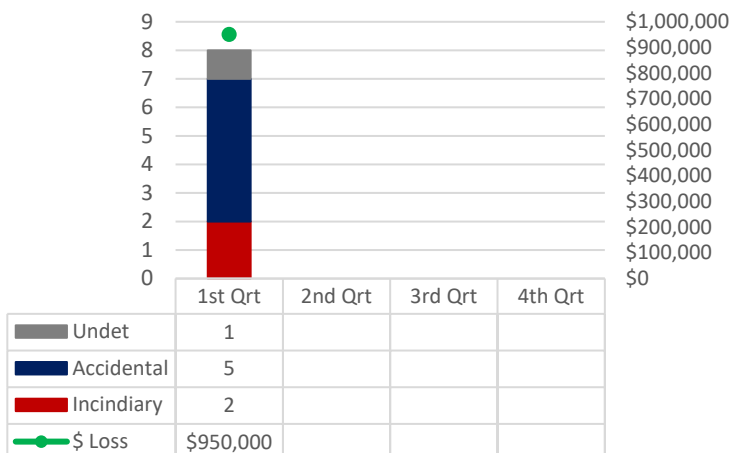
Fire Investigations

Staff have investigated 8 fires year to date. Total dollar loss for the year is estimated at \$950,000.

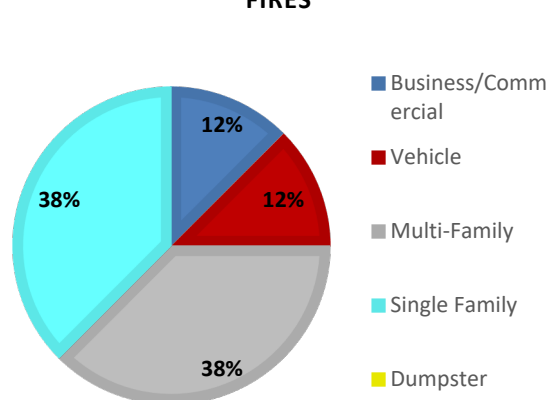
Fire Investigations by Quarter - Comparative to 2022



FIRE CAUSE AND LOSS ESTIMATE



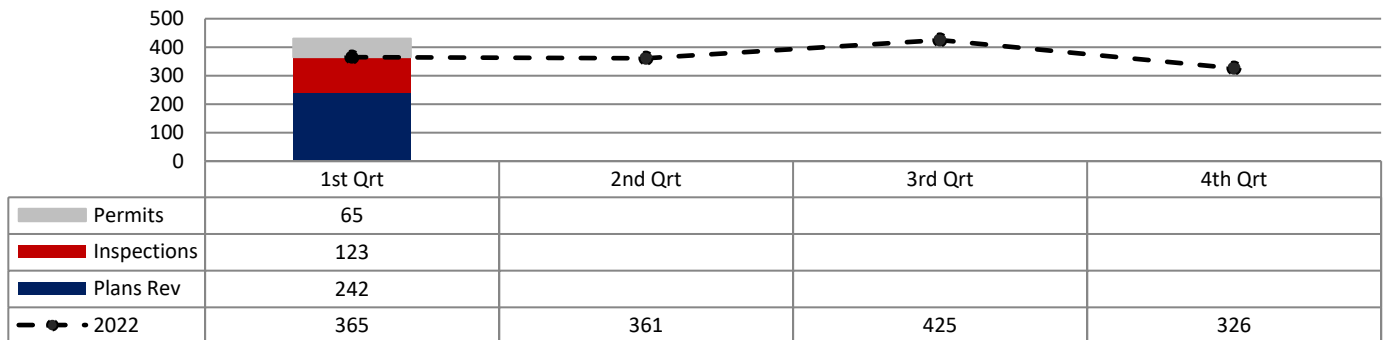
PROPERTY TYPE OF INVESTIGATED FIRES



Plans Review, Construction Inspections & Permits

Staff completed 242 plans reviews, 123 construction inspections, and issued 65 fire systems and/or fire construction permits year to date.

Plans Review, Construction Inspections & Permits by Quarter - Comparative to 2022



Highlighted Projects: Permits have been reviewed for the new King County solid waste vehicle maintenance facility, located at 201 SW 34th St (formerly Farwest Steel)

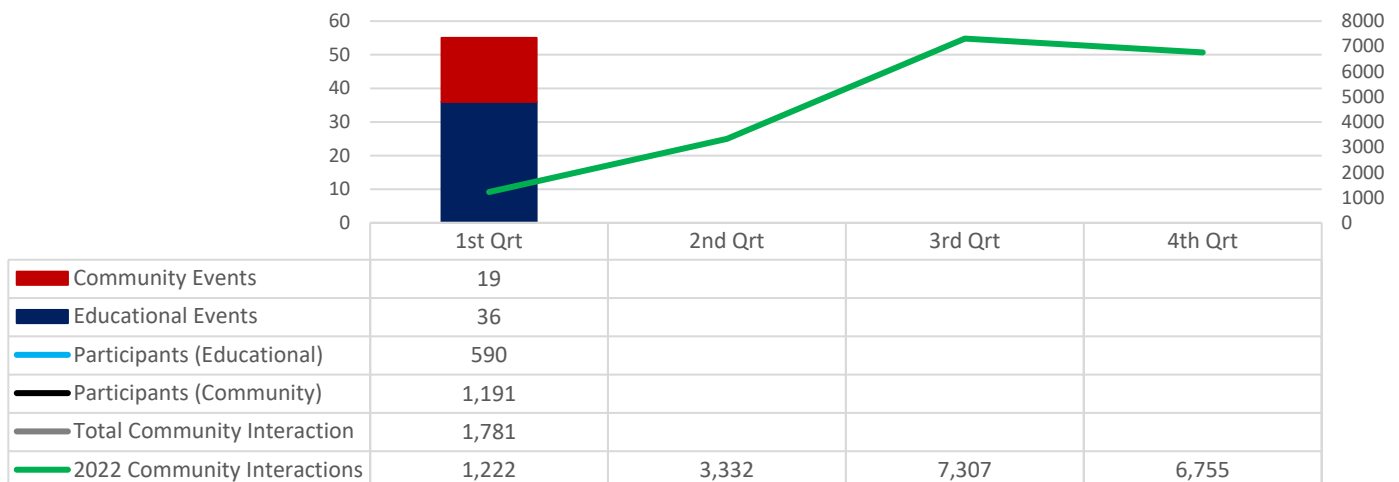
Permits reviewed for the new Goddard School, located at 4110 NE 4th St, behind Chase Bank.

Public Education / Community Outreach Highlights



- We provided Kitchen and Fire Safety training at Meeker Middle School with 130 students attended one of 4 sessions that were held.
- We provided Fire Safety Story Time and Tools vs. Toys at Meadow Crest Early Learning Center with 120 students attending.
- Crews visited Briarwood Elementary school and participated in the monthly story time, with 316 students attending.

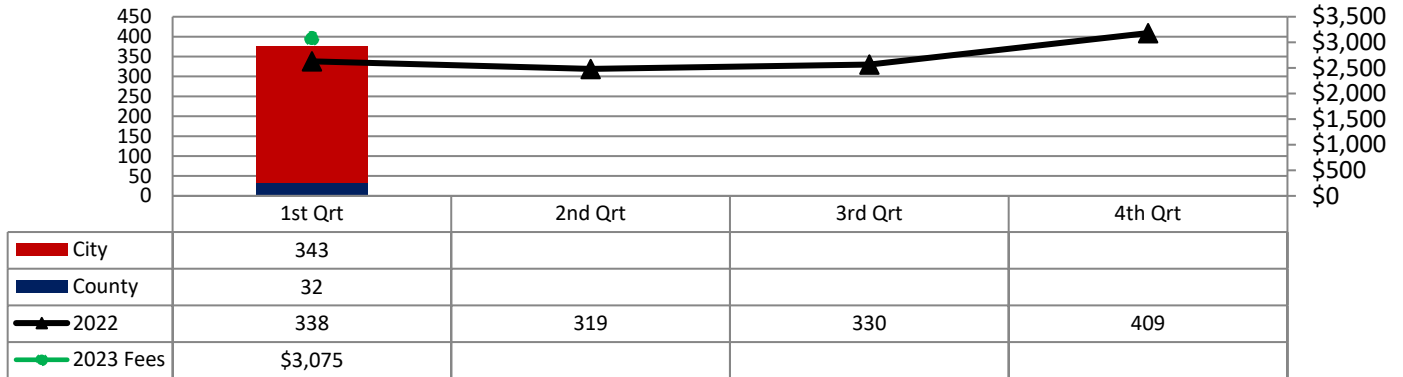
PUBLIC EDUCATION & COMMUNITY OUTREACH



False Alarms

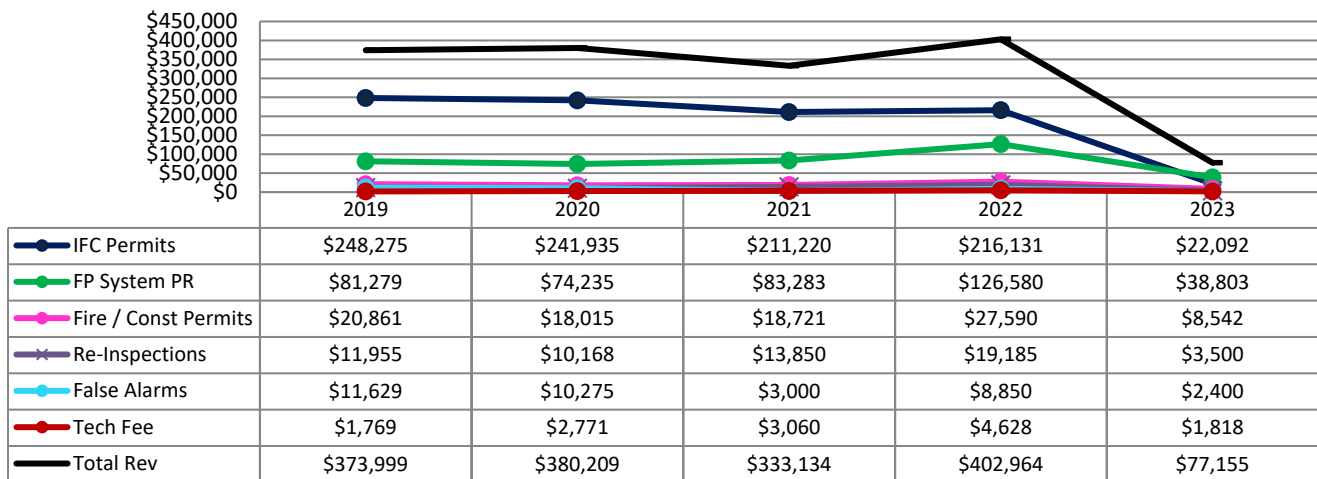
The Department has responded to 375 false alarms year to date, with \$3,075 in fees issued to property owners/tenants for preventable alarms.

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



Revenue \$77,155 in Fire Marshal revenues have been collected year to date.

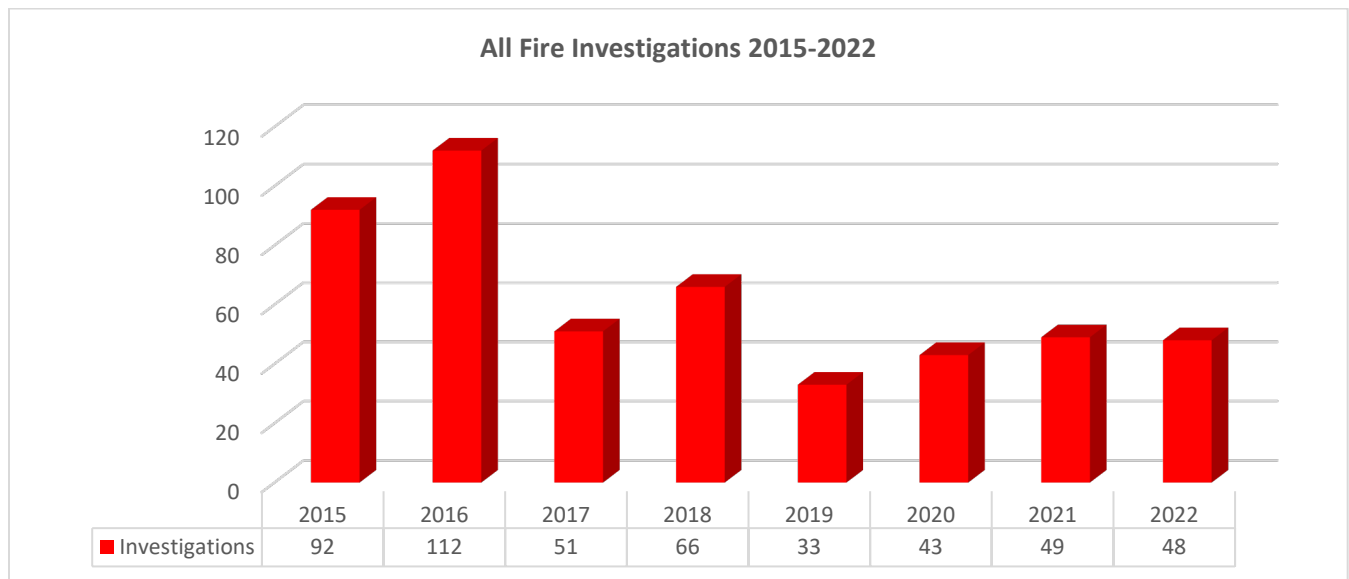
OFM Revenue by Year (2019-Present)



Follow Up from Last Board Meeting (Board Member Alberson's Question about measuring effectiveness of inspections)

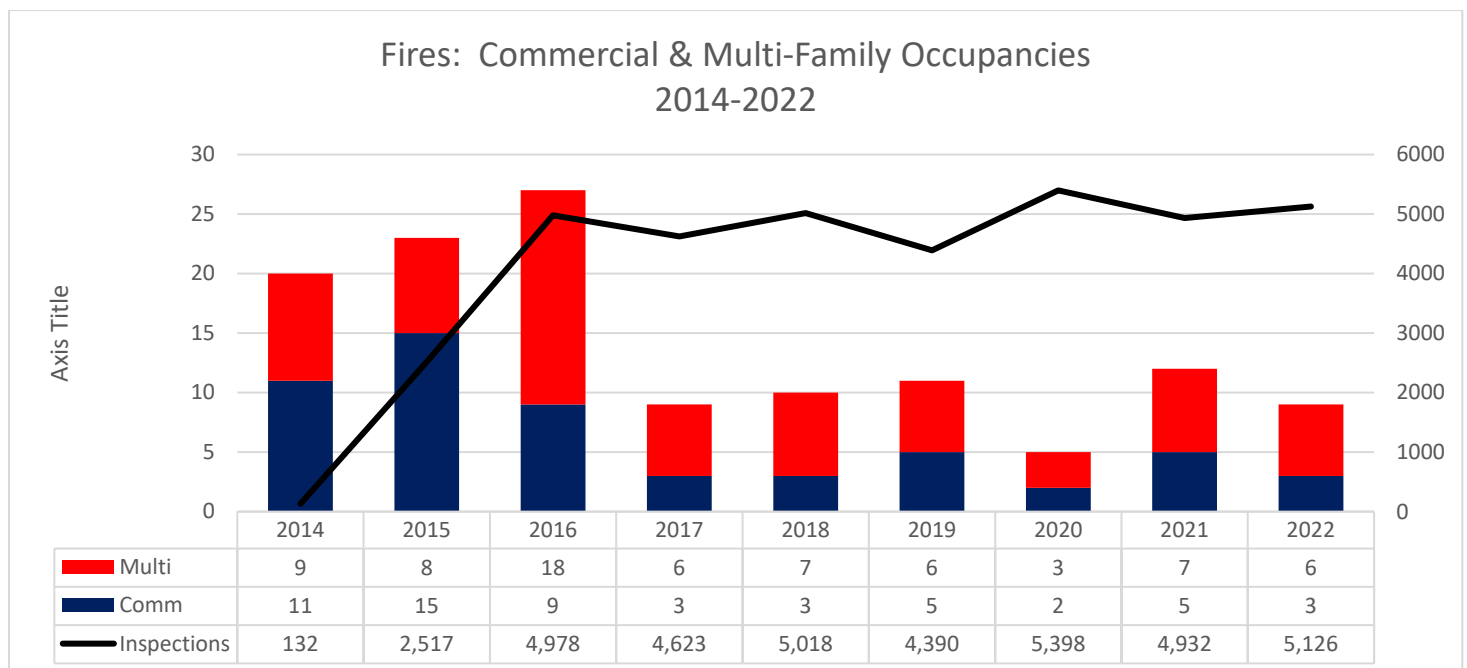
8 Year Comparative 2015-2022

Fire Investigations



The Fire Marshal's Office adopted a work plan that prioritized fire inspections and established an ongoing schedule based on a fire risk assessment that is applied to each commercial and multi-family occupancy within Renton, fully implemented in January 2017.

The following chart reflects non-incendiary fires in commercial and multi-family occupancies (those that have regular inspections by fire marshal staff) and inspection status by year.



Monthly Overview

Station Reliability (Not include **Out of Jurisdiction Incidents**)

RRFA Station Area	First Due Incident Counts	Incidents in RRFA Area	Station Reliability
▲			
11	347	373	93.03%
12	273	293	93.17%
13	318	351	90.60%
14	80	95	84.21%
15	85	97	87.63%
16	113	130	86.92%
17	173	183	94.54%
Total	1389	1522	91.26%

Incident Breakdown by Station Responses (Including Out of Jurisdiction Incidents)

Incident Type Group	11	12	13	14	15	16	17	Total
▲								
100 - Fire	11	6	13	8	4	5	3	31
200 - Overpressure Rupture, Explosion, Overheat		1						1
300 - Rescue & EMS	331	265	303	70	80	104	179	1252
400 - Hazardous Condition	6	3	6	6	2	2	4	20
500 - Service Call	16	13	11	6	5	3	2	49
600 - Good Intent Call	32	21	22	21	2	10	9	106
700 - False Alarm	26	21	31	25	12	8	11	124
900 - Special Incident			1			1		2
Total	422	330	387	136	105	133	208	1585

Response Breakdown by Station's Units (Including Out of Jurisdiction Responses)

Unit/Station	Response Counts
▲	
☐ 11	567
A311	174
E311	263
L311	130
☐ 12	416
A312	211
B312	41
CAR312	20
E312	144
☐ 13	500
A313	276
B313	35
E313	189
☐ 14	146
E314	134
HM314	12
☐ 15	114
E315	114
☐ 16	139
E316	139
☐ 17	247
A317	160
BR317	1
E317	86
Total	2129

1 Incident can have multiple **responses**.

- Ex. A car crash (1 incident) might requires 3 Fire Units responding (3 responses)

Out of Jurisdiction incidents = Incidents that didn't happen in RRFA Jurisdiction

Station Reliability:

Availability of our closest Station's Units when the incidents were reported

*The incident total from *Station Reliability Table* is different compare to *Incident Counts by Incident Type* and they are both correct.

- Total Under *Station Reliability Table* shows the number of incidents which have occurred within RRFA jurisdiction
- Total under *Incident Counts by Incident Type* shows the total incidents that RRFA Units have responded to

Good Intent Calls include Cancelled enroute, Wrong Location, Controlled Burning, Steam

Year-to-date RRFA Incidents Overview

Incident Counts by RRFA Station Areas
(Not including Out of Jurisdiction Incidents)

Station Areas	January	February	March	Total
11	366	326	373	1065
12	336	291	293	920
13	425	339	351	1115
14	89	108	95	292
15	79	94	97	270
16	146	109	130	385
17	210	181	183	574
Total	1651	1448	1522	4621

Incident Counts by NFIRS Incident Type
(Including Out of Jurisdiction Incidents)

Incident Type Group	January	February	March	Total
100 - Fire	26	30	31	87
200 - Overpressure Rupture, Explosion, Overheat	1	1	1	3
300 - Rescue & EMS	1325	1201	1252	3778
400 - Hazardous Condition	36	27	20	83
500 - Service Call	54	44	49	147
600 - Good Intent Call	138	111	106	355
700 - False Alarm	156	119	124	399
800 - Severe Weather & Natural Disaster		1		1
900 - Special Incident	3	1	2	6
Total	1739	1535	1585	4859

Responses Breakdown by Apparatus

Apparatus Station	January	February	March	Total
☐ 11	548	499	567	1614
A311	157	152	174	483
E311	269	234	263	766
L311	122	113	130	365
☐ 12	440	402	416	1258
A312	225	222	211	658
B312	28	23	41	92
CAR312	21	17	20	58
DIV312	1			1
E312	165	140	144	449
☐ 13	541	487	500	1528
A313	288	260	276	824
B313	36	44	35	115
E313	217	183	189	589
☐ 14	125	135	146	406
E314	115	120	134	369
E414		1		1
HM314	10	14	12	36
☐ 15	96	109	114	319
E315	96	109	114	319
☐ 16	153	118	139	410
E316	153	118	139	410
☐ 17	273	236	247	756
A317	182	150	160	492
BR317	1		1	2
E317	90	86	86	262
Total	2176	1986	2129	6291



We would like to donate \$50 to Fire Station #16, located on 156th in Benton, in memory of our neighbor and friend Gary McCann.

We know they attended him on a number of occasions while he was ill with cancer, especially near the end. We want them to know we appreciate their service and dedication to our neighborhood.

Please thank them for us.

Sincerely
Rick and Linda (Mrs)

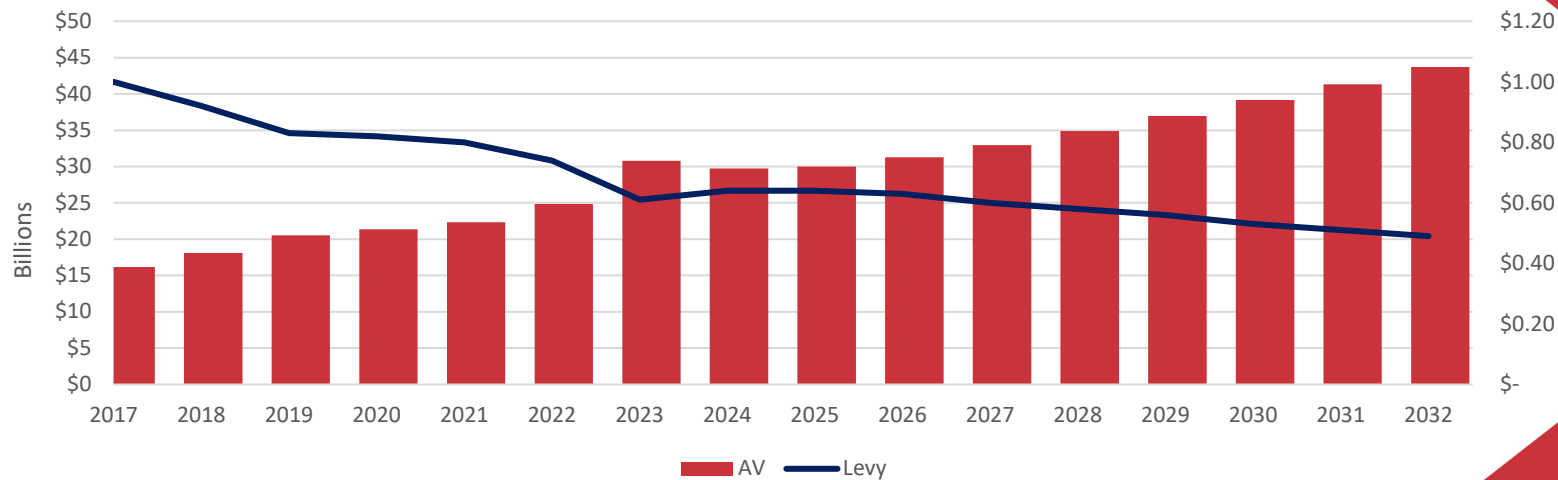


Levy Lid Lift

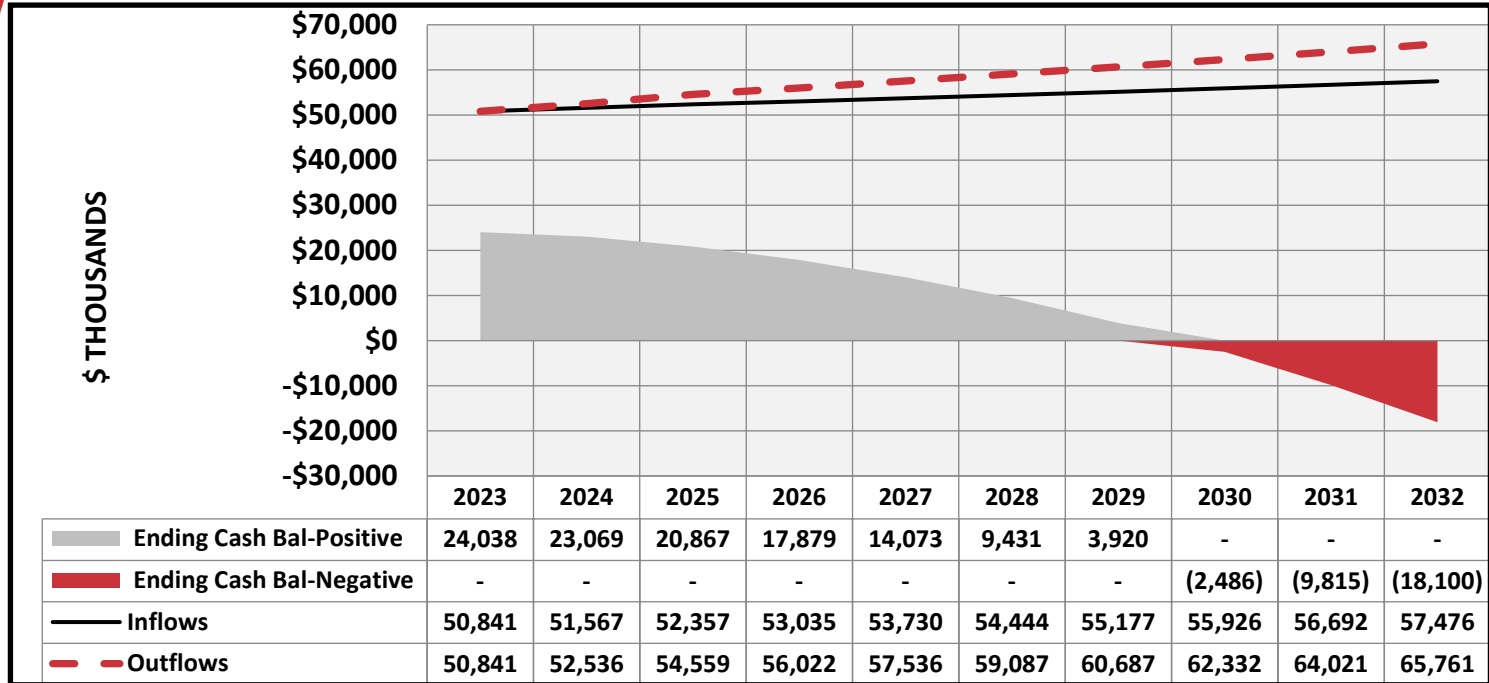


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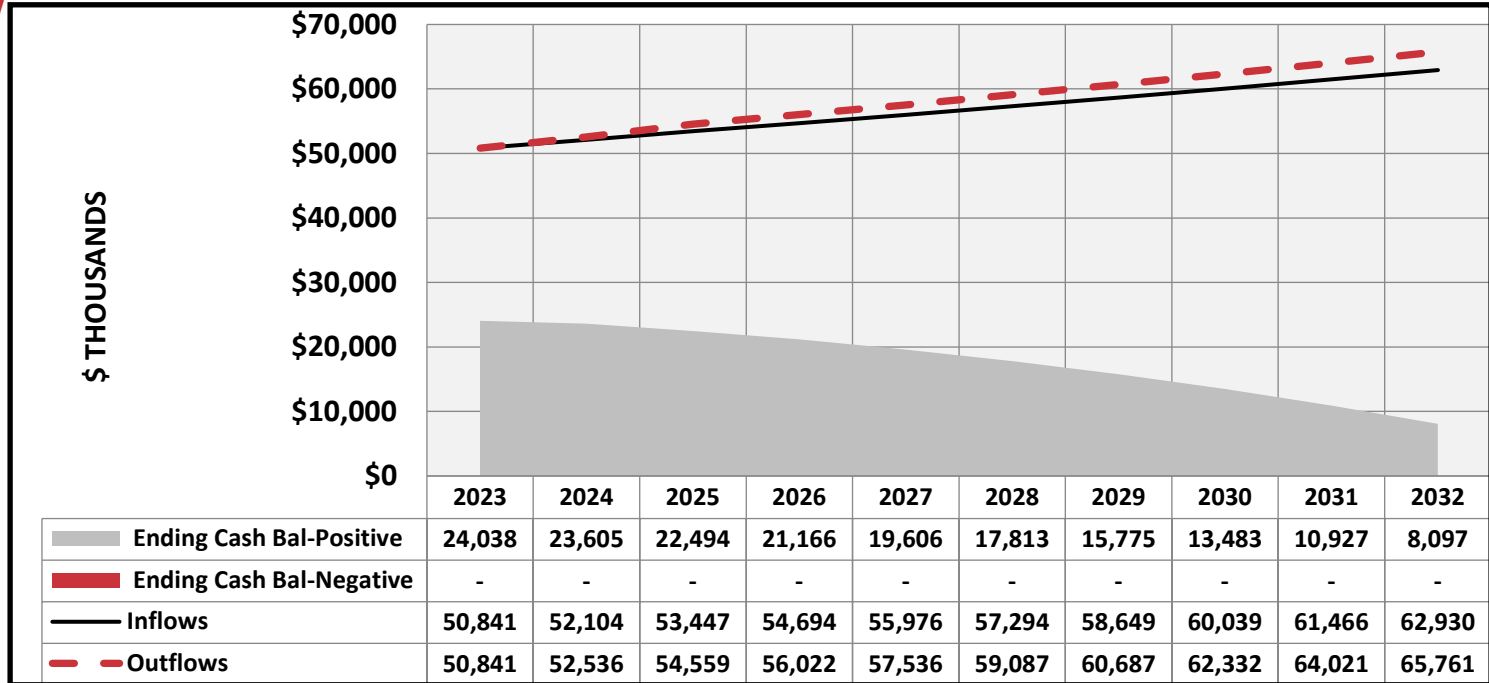
AV vs. Levy Rate



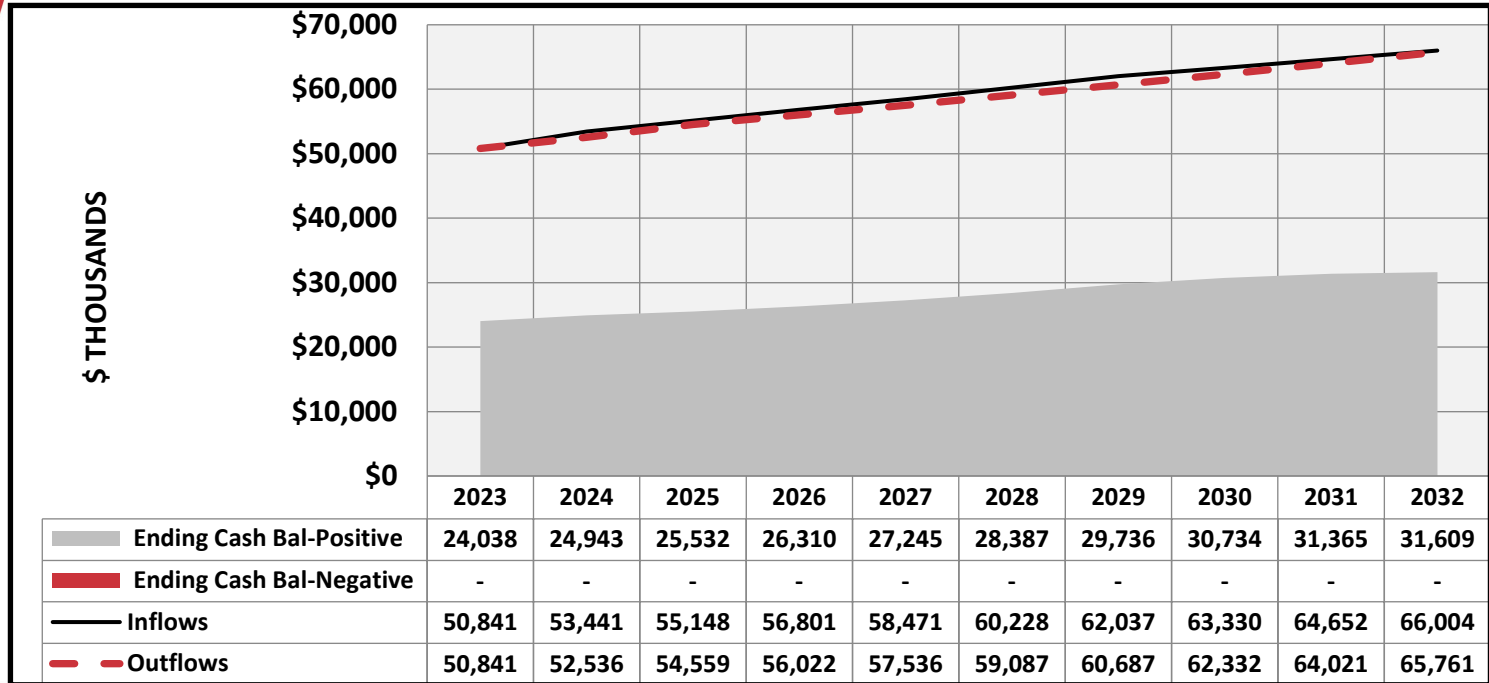
No Lid Lift, No FBC increase



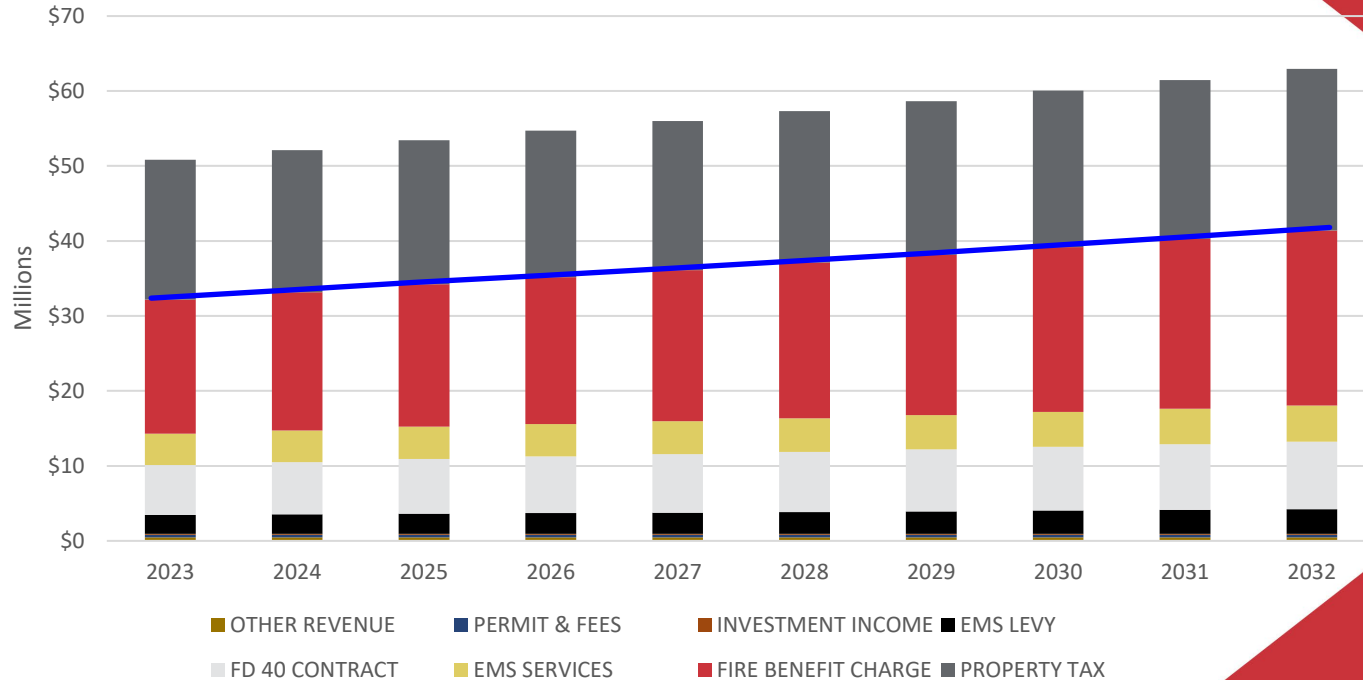
No Lid Lift, 3% FBC increase YOY



Permanent Multi Year Lid Lift

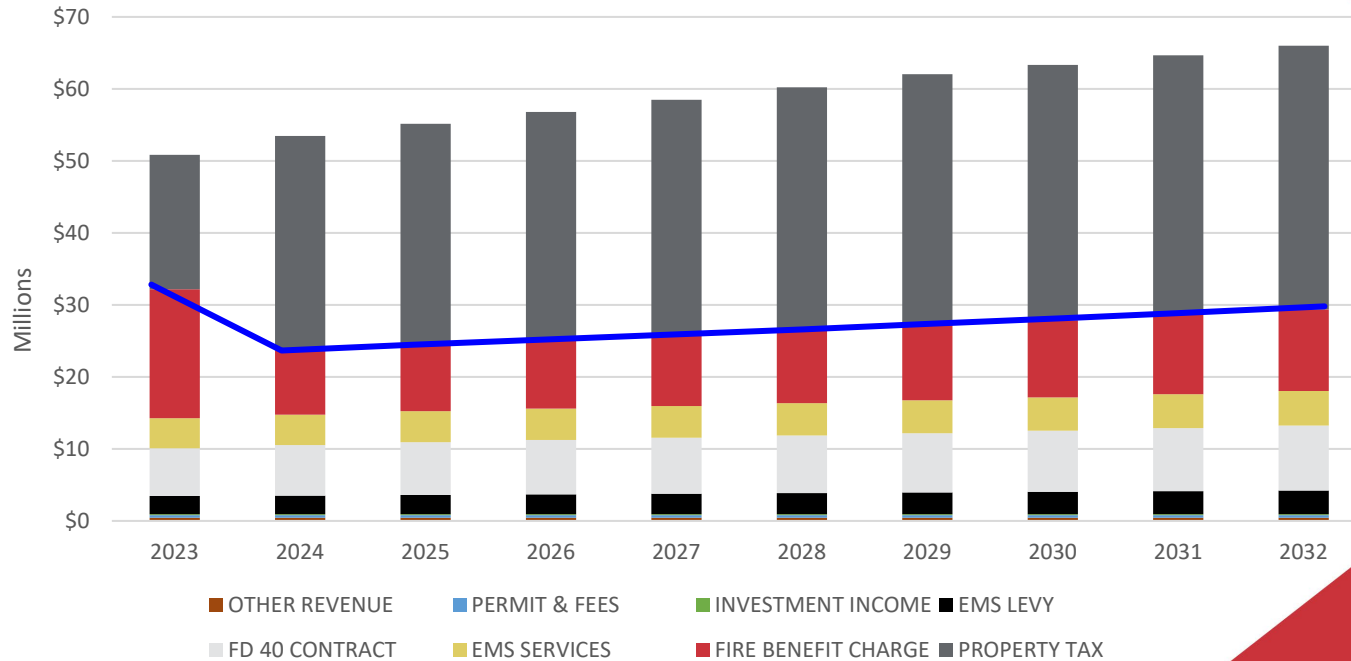


Projected Revenue with No Lid Lift

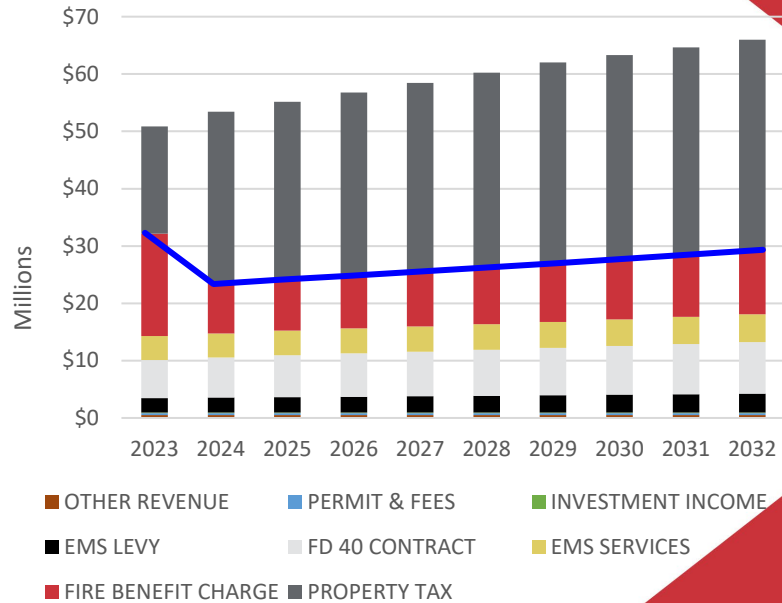
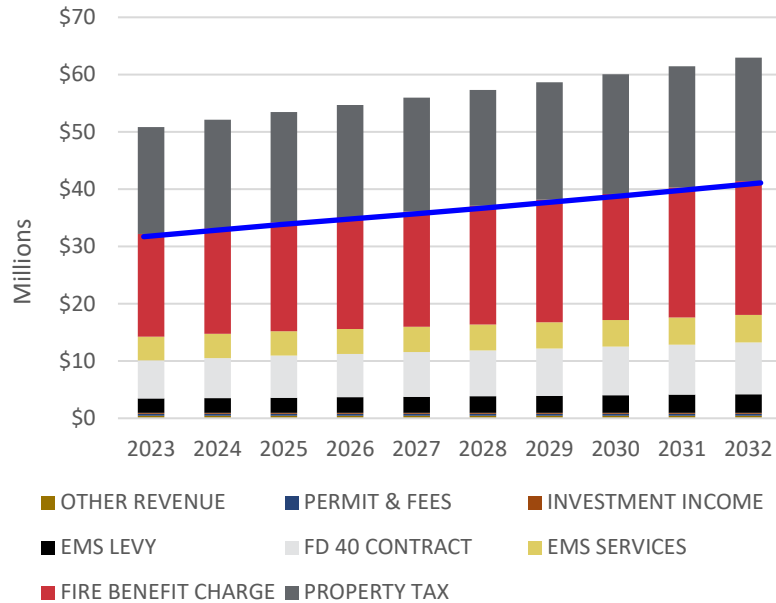


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Projected Revenue with Lid Lift

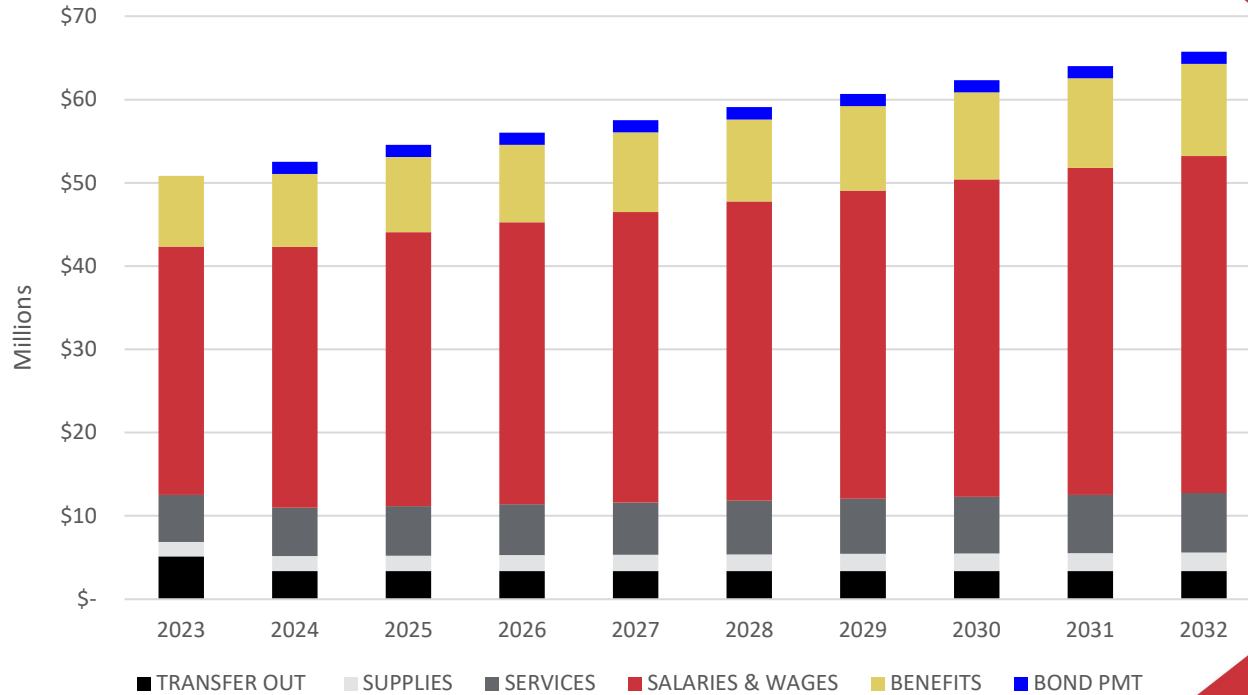


Projected Revenue w/o and with Lid Lift



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Expenses



Property Samples

Approx SqFt	Type	Approx AV	Per Month Increase	Count of Properties
1,030	R	\$ 483,000	\$ 6.21	4,030
1,297	R/SR	\$ 201,000	\$ (0.07)	125
2,170	R	\$ 562,000	\$ 4.43	7,900
2,170	R/SR	\$ 562,000	\$ 1.77	404
3,130	R	\$ 659,000	\$ 5.19	9,200
4,670	R	\$ 1,043,000	\$ 2.85	6,326
15,466	A	\$ 4,101,000	\$ 33.06	
303,640	A	\$ 93,093,000	\$ 269.24	
3,646	C	\$ 803,300	\$ 20.44	
13,363	C	\$ 2,824,700	\$ 61.12	
1,423,140	C	\$ 218,805,000	\$ 128.94	