



Renton Regional Fire Authority  
18002 108<sup>th</sup> Ave SE  
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## MINUTES

### RFA Governance Board Regular Meeting

10:00 A.M. – Monday, May 8, 2023

Fire Station #13 – 18002 108<sup>th</sup> Ave SE, Renton

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### CALL TO ORDER

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

#### Governance Board Members Not Present:

Marcus Morrell (Fire District 25)  
Andrew Schneider (Non-Voting Advisory Position, Fire District 40)

#### Administrative Staff Present:

Fire Chief Steve Heitman, Deputy Chief Chuck DeSmith, Fire Marshal Anjela Barton, Deputy Chief Mark Seaver, Deputy Chief Dan Alexander, Human Resources Manager Michael Scoma, Facilities Manager Scott Murphy, Communications Manager Katie Lewis, Planning Lieutenant Rick Laycock, Lieutenant Chris Krystofiak, Logistics Captain Mark Dos Remedios, Site Reliability Engineer Wyatt Humphreys, Board Secretary Samantha Vergara, and RFA Attorney Brian Snure.

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Alberson to excuse the absent Board Members from this meeting. **MOTION CARRIED (5-0)**

### AGENDA MODIFICATIONS

There were no agenda modifications.

### ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Proclamation for Emergency Medical Services Week for the week of May 21 to May 27, 2023; Board Chair O'Halloran entertained a motion to adopt the proclamation.

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Alberson to adopt the proclamation for Emergency Medical Service Week. **MOTION CARRIED (5-0)**

### PUBLIC COMMENT

There was no public comment.

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### **CONSENT AGENDA**

A **MOTION** was made by Board Member Alberson and **SECONDED** by Board Member Abercrombie to approve the consent agenda for May 8, 2023. **MOTION CARRIED (5-0)**

### **SIGNING OF VOUCHERS**

The Governance Board Members signed the Voucher Approval letter for May 8, 2023.

### **BOARD COMMITTEE REPORTS**

There were no Board Committee reports.

### **CHIEF'S REPORT**

Chief Heitman introduced Michael Scoma, RRFA's new Human Resources Manager, then presented his report.

Regarding the entry-level interviews, Board Member Abercrombie inquired about the written exam process, which Chief Heitman addressed.

Board Member Pérez expressed gratitude to Chief Heitman on behalf of the Rotary Club for his impromptu presentation at their recent meeting.

### **DIVISION REPORTS**

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

Chief Heitman presented the Q1 2023 financial report on behalf of CAO Babich. Board Member Abercrombie expressed gratitude to all involved in the grant preparation. Deputy Chief Seaver recognized Engineer Brett Bigger for his efforts with the grant.

Regarding the EMS/Health & Safety report, Board Member Alberson inquired about FD CARES units and staffing. Deputy Chief DeSmith reported we have 16 staffed members and are continuing to hire.

In the Support Services report, after an update was shared on the upcoming logistics warehouse move, Board Member Abercrombie asked if this was a full or partial move. Deputy Chief Alexander confirmed it'll be a full move.

After the monthly Response Operations report was delivered, Board Member Abercrombie inquired about the standard response time. Deputy Chief Seaver noted a GPS signal system will be installed in Station 16's new build.

Chief Heitman shared with the Board that the RRFA Finance Team received recognition for excellence from Tyler Technologies.

### **CORRESPONDENCE**

Chief Heitman shared a thank you note the RRFA received for participation in the Nick of Time Foundation event and a letter of appreciation for RRFA's contribution in the Future Women in EMS and Fire Workshop.

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### UNFINISHED BUSINESS

There was no unfinished business.

### NEW BUSINESS

#### Relocation Appeal Process Policy

When purchasing a property under threat of emitting domain, the involved parties have the right to file an appeal with Renton RFA after receiving notice of relocation. Staff and legal counsel desire to have a formal appeal process policy in place prior to such an event. Legal counsel has developed the policy and procedures for this process.

A **MOTION** was made by Board Member Alberson and **SECONDED** by Board Member Abercrombie to adopt the Relocation Appeal Process Policy as presented. **MOTION CARRIED (5-0)**

#### Resolution 2023-03 Providing for the Submission of Levy

Accelerated demands for, and increasing costs of, providing services necessitate revenues in excess of those which can be provided by the RFA's regular tax at the current rate of \$.607 per \$1,000 of assessed value as limited by the 101% limitation. Staff are recommending that the Board consider for approval a ballot measure, in the August general election, to restore the regular property tax levy to \$1.00 per \$1,000 with annual adjustments greater than 1% or annual CPI-W for the prior year for 5 succeeding years.

A **MOTION** was made by Board Member Abercrombie and **SECONDED** by Board Member Alberson to adopt Resolution 2023-03 as presented. **MOTION CARRIED (5-0)**

### GOOD OF THE ORDER

There was no good of the order.

### EXECUTIVE SESSION

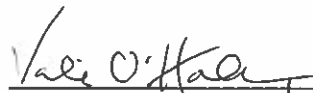
There was no executive session.

### FUTURE MEETINGS

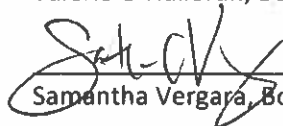
- Monday, May 22, 2023, 10:00 a.m., Budget/Finance Committee Meeting, Video Conference
- Monday, May 22, 2023, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
- Monday, June 12, 2023, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108<sup>th</sup> Ave SE, Renton) / Video Conference

### ADJOURNMENT

Board Chair O'Halloran adjourned the meeting at 10:38 a.m.



Valerie O'Halloran, Board Chair



Samantha Vergara, Board Secretary