



**Renton Regional Fire Authority**  
18002 108<sup>th</sup> Ave SE  
Renton, WA 98055  
Office: (425) 276-9500  
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## **MINUTES**

### **RFA Governance Board Regular Meeting**

10:00 A.M. – Monday, September 11, 2023

Fire Station #14 – 1900 Lind Ave SW, Renton

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### **CALL TO ORDER**

Governance Board Chair O'Halloran called the regular meeting to order at 10:05 a.m.

### **ROLL CALL**

#### **Governance Board Members Present:**

Kerry Abercrombie, Vice Chair (Fire District 25)  
James Alberson (City of Renton)  
Valerie O'Halloran, Chair (City of Renton)  
Ruth Pérez (City of Renton)

#### **Governance Board Members Not Present:**

Sean Cook (Fire District 25)  
Marcus Morrell (Fire District 25)  
Andrew Schneider (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 Dan Alexander, Battalion Chiefs Mike Proulx and Jeff Vollandt, Assistant Fire Marshal Lucas LeMont, Deputy Fire Marshal Hugo Sotelo, Captain Nathan Blakeslee, Fleet Manager Brice Callaway, Facilities Manager Scott Murphy, Facilities Technician Don Highley, Communications Manager Katie Lewis, IT Manager Scott Dominguez, Site Reliability Engineer Javier Esparza, Board Secretary Samantha Vergara, and RFA Attorney Brian Snure.

#### **Public Present (In-Person):**

Rico Laycock, Vonnie Mayor-Deputy Director of Valley Communications, Don Pederson, Kristen Pederson, Dany Galindo, Danielle, Brextin and Kaleia Matteson, Ray Barilleaux, Luis Rivera, Maria Townsend, Adán Santiago, Carmen Rivero, Joshua Sahagun, Kim Khanh Van, Haley Matsudeira, Carter Barta, Helen Stanwell

#### **Public Present (Virtual):**

Diego Santiago, Adalinda Rivera, John Madson

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

### **AGENDA MODIFICATIONS**

There were no agenda modifications.

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### ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Fire Chief Heitman presented the Citizen Awards

*First in Response Engagement (F.I.R.E.) Award* – Presented to Adán Santiago

*Minutes Matter Award* – Presented to Don Pederson; recognized Brandon Gochanour, Michael Dewey

*Promotional Ceremony* – Deputy Chief Seaver presented the Promotion to Engineer to Derric Matteson.

*Proclamation* – The Renton RFA Governance Board proclaimed the week of October 8-14, 2023, as Fire Prevention Week with the theme, “Cooking safety starts with you. Pay attention to fire prevention”.

A **MOTION** was made by Board Member Pérez and **SECONDED** by Board Member Alberson to adopt the proclamation for Fire Prevention Week as presented. **MOTION CARRIED (4-0)**

### PUBLIC COMMENT

There was no public comment.

### CONSENT AGENDA

Approval of minutes from the August 14, 2023, Regular Meeting, August 21, 2023, Special Meeting, August 28, 2023, Special Meeting and the approval of vouchers are postponed due to having no quorum. These will be presented at the next Governance Board meeting.

### SIGNING OF VOUCHERS

Signing of the Voucher Approval letter for September 11, 2023, is postponed to the next meeting due to no quorum.

### BOARD COMMITTEE REPORTS

There were no Board Committee reports.

### CHIEF'S REPORT

Chief Heitman presented his report. This included the introduction of Hugo Sotelo, who joins Renton RFA as a Deputy Fire Marshal III.

Chief Heitman acknowledged the Governance Board members, thanking them for their flexibility in accommodating the special meetings in August to present the capital facilities plan and impact fees. Vice Chair Abercrombie acknowledged and thanked the RRFA for providing the Board with the reports, which gave a better understanding of what the RRFA does. He then inquired about Chief Heitman's participation in the IFC Terrorism and Homeland Security Committee and if this will continue. Chief Heitman stated he is reassessing his level of participation.

### DIVISION REPORTS

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

Concerning the Administration report, Board Member Pérez inquired if any items were significant. CAO Babich noted the Microsoft 365 renewal just over \$90K and the overtime expenses to cover vacancies, injuries, maternity leave, and vacation time.

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Vice Chair Abercrombie inquired about the Enduris renewal and if there was an increase. CAO Babich confirmed a 15% increase. He also asked about the \$5K for a garage door. DC Alexander confirmed this was for repair service on one of the station's (bay) doors.

For the EMS/Health & Safety report, DC DeSmith asked Board Secretary Vergara to share feedback from the staff training day with fire extinguisher training.

Captain Blakeslee was invited to share about reunification with a community member that requested a meeting with firefighter Ramos, who saved his life.

Board Member Alberson asked for any updates with FDCARES (Fire Department Community Assistance Referrals and Education Services) and Vice Chair Abercrombie asked for clarification on how the FDCARES unit is dispatched. DC DeSmith gave an update.

Regarding the Fire Marshal report, Board Chair O'Halloran inquired about the fire department personnel impersonation concern, whether it was done by individuals or businesses. Fire Marshal Barton noted it was from the business sector.

While DC Alexander presented his Support Services report, Vice Chair Abercrombie inquired about the actual warehouse space from the map. DC Alexander provided the specifics.

After DC Seaver presented his Response Operations report, Board Member Pérez commented on the misinformation and rumors spread through social media. Chief Heitman addressed the concern.

Board Member Pérez also acknowledged RRFA's involvement in public outreach in the many events attended, especially throughout the summer.

Board Member Alberson inquired about the outcome surrounding the vehicle incident with fatalities on Ranier Ave N. DC Seaver provided an update.

### **CORRESPONDENCE**

There was no correspondence.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

There was no new business presented.

### **GOOD OF THE ORDER**

Vice Chair Abercrombie shared a recent incident he witnessed at the Renton Community Center and his concern with staff not properly trained to respond with CPR. DC DeSmith and Captain Blakeslee responded and will reach out to the Community Center staff about offering training.

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**EXECUTIVE SESSION**

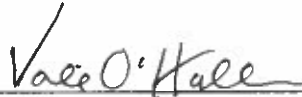
There was no executive session.

**FUTURE MEETINGS**

- Monday, September 25, 2023, 10:00 a.m., Workshop for Governance Board Members  
Re: Budget Request, Video Conference
- Monday, October 9, 2023, 10:00 a.m., Governance Board Regular Meeting,  
Fire Station #13 (18002 108<sup>th</sup> Ave SE, Renton) / Video Conference
- Monday, October 23, 2023, 10:00 a.m., Governance Board Special Meeting and Public  
Hearing on the A/V Levy and Fire Benefit Charge (FBC),  
Fire Station #13 (18002 108<sup>th</sup> Ave SE, Renton) / Video Conference

**ADJOURNMENT**

Board Chair O'Halloran adjourned the meeting at 11:07 a.m.



Valerie O'Halloran, Board Chair



Samantha Vergara, Board Secretary