



## RFA GOVERNANCE BOARD REGULAR MEETING AGENDA

10:00 A.M. – Monday, February 12, 2024

Fire Station #13, 18002 108<sup>th</sup> 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
  - [Healthy Heart Proclamation](#)
- Fire Benefit Charge (FBC) Petition Hearing
- 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 January 8, 2024](#), Regular Meeting
  - Approval of [Vouchers](#): AP Check Register 12/16/2023 – 1/15/2024  
Payroll Checklist 12/1/2023 – 12/31/2023
- Signing of Vouchers
- Board Committee Reports
  - Budget & Finance Committee
  - Operations and Capital Committee
- [Chief's Report](#)
- Division Reports
  - Administration (CAO Babich)

## GOVERNANCE BOARD REGULAR MEETING AGENDA

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- EMS/Health & Safety (Deputy Chief DeSmith)
  - Update regarding CPR recipient L. Lapp and [CPR/First Aid Class](#)
  - [FD CARES: 2<sup>nd</sup> vehicle](#) deployment in April; Renton PD contract update
  - 2024 EMS Grants: DOH Trauma Fund (\$766.00); Central EMS Trauma Fund (\$3,410.00)
- Office of the Fire Marshal (Fire Marshal Barton)
  - [OFM Monthly Report](#)
- Support Services (Deputy Chief Alexander)
- Response Operations (Deputy Chief Seaver)
  - Significant Events
    - 1/1/2024      4308 NE Sunset Blvd      Commercial Fire
    - 1/7/2024      1301 Grant Ave S      Commercial Fire
    - 1/12/2024      1300 SE Puget Dr      Commercial Fire
    - 1/14/2024      Benson Dr SE/SE 172nd      MVA w/Fatality
  - Training
    - Confined Space Rescue
    - 1<sup>st</sup> Quarter Truck Drill
    - Annual Hazmat Block Training
  - Public Outreach
    - Polar Bear Plunge
    - Egg Drop @ Highlands Neighborhood Center
    - HOA Meeting at Renton Senior Center
    - High School Career Tour
  - [January Response Reports](#)
- Correspondence
- Unfinished Business
- New Business
  - [Standards of Cover \(SOC\)](#)
- Good of the Order
- Executive Session

*Executive Session pursuant to RCW 42.30.110(i) to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.*

## GOVERNANCE BOARD REGULAR MEETING AGENDA

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- Future Meetings:  
*In lieu of the regularly scheduled monthly Committee Meetings on Feb. 26, 2024, we will hold the following:*
  - Monday February 26, 2024, 10:30 a.m., Governance Board Special Meeting, Fire Benefit Charge Hearing, Fire Station #13 (18002 108<sup>th</sup> Ave SE, Renton) / Video Conference
  - Monday, March 11, 2024, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108<sup>th</sup> Ave SE, Renton) / Video Conference
- Adjournment



# *Renton Regional Fire Authority*

## *2024 PROCLAMATION*

*Whereas*, heart disease continues to be the leading cause of death in the United States and affects men and women of every age and race; and

*Whereas*, someone in the United States dies from cardiovascular disease every 34 seconds; and

*Whereas*, the chance of developing coronary heart disease can be reduced by taking simple steps to prevent and control certain factors that put people at greater risk; and

*Whereas*, the Renton Regional Fire Authority supports its commitment to fighting heart disease by promoting preventative screenings and public education in many of the diverse communities throughout Renton; and

*Whereas*, Renton Heart Month serves to increase public awareness of the importance of fighting cardiovascular disease by developing good eating habits, being physically active, and taking advantage of preventative screenings; and

*Whereas*, being aware of the warning signs of a heart attack or stroke and knowing what to do may help save a life, all Renton community members are encouraged to learn how to perform cardiopulmonary resuscitation (CPR) and use an automatic external defibrillator (AED);

*Now, therefore*, the members of the Renton Regional Fire Authority Governance Board, do hereby proclaim **February 2024** to be

### *Heart Health Month*

and to encourage all community members to increase their awareness of cardiovascular disease, detection, and prevention by participating in this important community risk reduction campaign.

In witness whereof, we have caused the seal of the Renton Regional Fire Authority to be affixed this 12<sup>th</sup> day of February 2024.

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*Kerry Abercrombie*  
*Board Chair*

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*Marcus Morrell*  
*Board Member*

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*James Alberson, Jr.*  
*Board Member*

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*Valerie O'Halloran*  
*Board Member*

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*Sean Cook*  
*Board Member*

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*Andrew Schneider*  
*Board Member*

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*Ryan McIrvin*  
*Board Member*



**Renton Regional Fire Authority**

18002 108<sup>th</sup> Ave SE  
Renton, WA 98055  
Office: (425) 276-9500  
Fax: (425) 276-9592

**MINUTES**

**RFA Governance Board Regular Meeting**

**10:00 A.M. – Monday, January 8, 2024**

**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)

**Governance Board Members Not Present:**

Marcus Morrell (Fire District 25)  
Ryan McIrvine (City of Renton)  
Andrew Schneider (Non-Voting Advisory Position, Fire District 40)

**Administrative Staff Present:**

Fire Chief Steve Heitman, Chief Administration Officer Samantha Babich, Deputy Chief Mark Seaver, Deputy Chief Dan Alexander, Fire Marshal Angela Barton, Finance Manager LaQuanza Flowers, Human Resources Manager Michael Scoma, Facilities Lead Don Highley, Business Intelligence Analyst Kelvin Li, Site Reliability Engineer Wyatt Humphreys, Logistics Cpt. Jason Lundin, Board Secretary Samantha Vergara, RFA Attorney Brian Snure; (Virtual) Administrative Services Manager Christine Noddings

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 (4-0)**

**AGENDA MODIFICATIONS**

There were no agenda modifications.

**ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**

The Governance Board Oath of Office was administered by Board Secretary Vergara.

The Accreditation Presentation was presented by Chief Heitman. Vice Chair Abercrombie inquired about the CFAI organization, the accreditation process and whether the Board members would be interviewed by the assessors; Chief Heitman responded. Board Chair O'Halloran asked about the submission date for the self-assessment. Chief Heitman noted January 15, 2024.

**PUBLIC COMMENT**

There was no public comment.

## GOVERNANCE BOARD REGULAR MEETING MINUTES

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### CONSENT AGENDA

Approval of minutes from the December 11, 2023, Regular Meeting, and the approval of vouchers.

A **MOTION** was made by Board Member Alberson and **SECONDED** by Vice Chair Abercrombie to approve the consent agenda for December 11, 2023, as published. **MOTION CARRIED (4-0)**

### SIGNING OF VOUCHERS

The Governance Board Members signed the Voucher Approval letter for January 8, 2024.

### BOARD COMMITTEE REPORTS

There were no Board Committee reports.

### CHIEF'S REPORT

Chief Heitman presented his report.

### DIVISION REPORTS

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

After Fire Marshal Barton presented her report, Vice Chair Abercrombie asked about the percentage of the Office of the Fire Marshal revenue compared to what is spent in operating costs. Fire Marshal Barton responded and will follow-up. Board Member Alberson and Board Chair O'Halloran asked about the significant large-loss fires in the 4<sup>th</sup> quarter of 2023; FM Barton responded.

Once Deputy Chief Alexander presented his report for Support Services, Board Chair O'Halloran inquired about the status of the Martins' relocation. DC Alexander provided an update.

Deputy Chief Seaver delivered his Response Operations report and Board Member Cook shared positive feedback and heartfelt gratitude for the Renton RFA Adopt-a-Family event in December 2023, where he and his family joined in the event.

### CORRESPONDENCE

Chief Heitman shared a letter of thanks and recognition for Renton RFA CPR/First Aid instructors.

### UNFINISHED BUSINESS

There was no unfinished business.

### NEW BUSINESS

*Appointment of Governance Board Chair and Vice-Chair for the 2024 Term*

Board members held a discussion for the appointment of this year's Chair and Vice-Chair positions.

A **MOTION** was made by Board Chair O'Halloran and **SECONDED** by Board Member Alberson to appoint Vice Chair Abercrombie as the 2024 Governance Board Chair. **MOTION CARRIED (4-0)**

A **MOTION** was made by Board Chair O'Halloran and **SECONDED** by Board Member Cook to appoint Board Member Alberson as the 2024 Governance Board Vice Chair. **MOTION CARRIED (4-0)**

## GOVERNANCE BOARD REGULAR MEETING MINUTES

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Vice Chair Abercrombie shared his experience in past years being on the Board and made a statement of encouraging all Board members to be more involved in their roles.

### **GOOD OF THE ORDER**

Board members discussed meeting times for the 2024 schedule of the Budget/Finance and Operations/Capital committee meetings and decided on which members would serve on the two committees.

Chief Heitman advised the Board that the January committee meetings will be extended to 45 minutes, as the RRFA Executive Team has much to present. All remaining meetings will be scheduled for 30 minutes; the Budget/Finance committee meeting will begin at 10:00 am and the Operations/Capital committee meeting at 10:30 am on the fourth Monday of the month.

As a follow up to Vice Chair Abercrombie's question on the percentage of revenue expenses for the Office of the Fire Marshal, CAO Babich reported on the 2023 OFM budget for personnel (benefits and wages). Vice Chair Abercrombie requested a report for 2021-2022. Finance Manager Flowers will follow up with the information.

### **EXECUTIVE SESSION**

There was no executive session.

### **FUTURE MEETINGS**

- Monday, January 22, 2024, 10:00 a.m., Budget/Finance Committee Meeting, Video Conference
- Monday, January 22, 2024, 10:45 a.m., Operations/Capital Committee Meeting, Video Conference
- Monday, February 12, 2024, 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 11:01 a.m.

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Kerry Abercrombie, Board Chair

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Samantha Vergara, Board Secretary

## VOUCHER APPROVAL FOR FEBRUARY 12, 2024 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 \$2,152,324.42, payroll vouchers and direct deposits totaling \$1,625,039.16.

<b>A/P VOUCHERS</b>	<b>Payment Date</b>	<b>Numbers</b>	<b>Amount</b>
Virtual Pay	12/16/2023 - 01/15/2024	APA002615-APA002706	\$980,102.70
Checks	12/16/2023 - 01/15/2024	-	\$16,237.68
EFTs	12/16/2023 - 01/15/2024	-	\$293,866.48
Bank Drafts	12/16/2023 - 01/15/2024	-	\$862,117.56
AR Refund Checks	12/16/2023 - 01/15/2024	-	\$0.00
<b>TOTAL A/P</b>			<b>\$2,152,324.42</b>
<b>PAYROLL VOUCHERS</b>		<b>No. of Vouchers</b>	<b>Amount</b>
Direct Deposits	12/22/2023	174	\$729,830.64
Payroll Checks	12/22/2023	1	\$0.00
Direct Deposits	1/10/2024	176	\$895,208.52
Payroll Checks	1/10/2024	3	\$0.00
<b>TOTAL PAYROLL</b>		<b>354</b>	<b>\$1,625,039.16</b>
<b>TOTAL CLAIMS</b>			<b>\$3,777,363.58</b>

Renton Regional Fire Authority Governance Board:

\_\_\_\_\_  
Kerry Abercrombie, Board Chair

\_\_\_\_\_  
Valerie O'Halloran, Board Member

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Marcus Morrell, Board Member

\_\_\_\_\_  
James Alberson, Board Member

\_\_\_\_\_  
Sean Cook, Board Member

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Ryan McIrvin, Board Member

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## RENTON REGIONAL FIRE AUTHORITY

# M E M O R A N D U M

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**DATE:** February 12, 2024

**TO:** Kerry Abercrombie (Fire District 25)  
James Alberson, Jr. (City of Renton)  
Sean Cook (Fire District 25)  
Ryan McIrvine (City of Renton)  
Marcus Morrell (Fire District 25)  
Valerie O'Halloran (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

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### 1. Recruit Class #17 Graduation

On January 18<sup>th</sup>, we had seven members graduate from recruit class #17. Please join me in congratulating our newest firefighters:

- FF Jack Anderson
- FF Haley Boutwell
- FF Timotei Butiu
- FF Ryan Cruz
- FF Curtis Dozier
- FF Clint Farina
- FF Gregory Scheuerman



### 2. Welcome Recruit Class #18

Please join me in giving a warm welcome to our [ten new recruits](#). Their first day of academy was February 5<sup>th</sup>, and they are scheduled to graduate on July 2<sup>nd</sup>. We are excited to have everyone on board!

### 3. Members of the Quarter

Nominations were received for fourth quarter recognition. The following members were selected for their outstanding performance from those nominations. This is the first quarter that Renton RFA has two civilians to recognize in the same quarter.

- Officer of the 4<sup>th</sup> Quarter – Lt. Chris Krystofiak
- Firefighter of the 4<sup>th</sup> Quarter – FF Victoria Berg

- Civilian of the 4<sup>th</sup> Quarter #1 – Communications Manager Katie Lewis
- Civilian of the 4<sup>th</sup> Quarter #2 – Facilities Technician Don Highley

#### **4. 2023 Top Company Awards**

Nominations were received from the battalion chiefs for top company recognition. The following companies were selected for their exemplary teamwork and dedication to the fire service. These companies will receive official recognition during the annual banquet.

- Top Engine Company – (E311/C Shift) Lt. Chris Ellis, Eng. Ben Thomas, FF Brandon Ross, FF Joseph Mack & FF Danielle Bue
- Top Ladder Company – (L311/C Shift) Capt. Dan Hawkins, Eng. Bryan Estibal & FF Kasey Parker
- Top Aid Unit – (A313/A Shift) FF Jace Reyes, FF Tanner Lucas & FF Brendon McIntyre

#### **5. Annual Banquet & Recognition Updates**

The annual banquet and recognition ceremony is scheduled for March 8<sup>th</sup> this year at the Renton Pavilion Events Center. This event is hosted every year by IAFF Local 864 to recognize members of the year, top companies, and retirements from 2023.

#### **6. TeleStaff Migration**

On January 25<sup>th</sup>, our IT team worked with TeleStaff to migrate our platform to Google Cloud. This is an initiative set by TeleStaff to migrate all of its users to Google Cloud by the end of year 2025. The migration will assist the TeleStaff support team in expediting software updates in real time instead of users utilizing different versions of their software, in addition to providing better security of our members' information.

#### **7. CPSE Accreditation Review**

We submitted our accreditation documentation to CPSE for review on February 1<sup>st</sup>. The documentation includes our Standards of Cover, Strategic Plan, and Fire and Emergency Services Self-Assessment Manual (FESSAM). The review team was assigned on February 2<sup>nd</sup> to include fire personnel from Fairfax County Fire & Rescue, VA; Calgary Fire Department, Canada; Boulder City Fire Department, NV; and Rocky Mount, NC Fire Department. The final day of the 45-day review process is March 17<sup>th</sup>, with a possible completion date prior to that. The team is also providing a virtual presentation of our Standards of Cover to the review team, to be set on either February 15<sup>th</sup> or 16<sup>th</sup>.

#### **8. WFC Legislative Day**

On January 22<sup>nd</sup>, I went to Olympia for the afternoon attending the Washington Fire Chiefs board meeting and preparing for legislative day. On January 23<sup>rd</sup>, I was able to attend the hearing Tax Increment Financing (TIF) and meet with representative Bill Ramos to discuss various legislative bills involving the fire service. This was the first time I had attended, and it was very educational for planning ahead for next year.

#### **9. Governance Board Notifications**

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

Demolition contract for structure #2 on new Station #16 property – \$34,950.00

## Welcome Recruit Class #18



### **Recruit FF Gage Harty**

Hello, my name is Gage Harty. I played football for the University of Washington, and while there, earned a degree in Environmental Science. I enjoy being outdoors, hunting, fishing, and snowboarding, and am passionate about wildlife conservation. I am very proud to be a part of the Renton Regional Fire Authority family and look forward to serving this community.



### **Recruit FF Travis Hunt**

Hello, my name is Travis Hunt. Previously, I was a PT teacher and am excited to move into a career in the fire service. I am married and have three beautiful kids. My hobbies include everything involving being a dad and anything that requires you to keep score. I am extremely excited to be part of the Renton family and community.



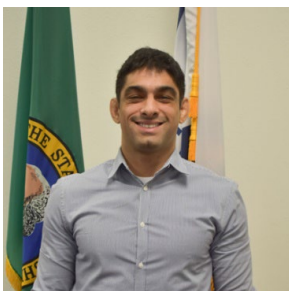
### **Recruit FF Ellinor James**

Hello, my name is Ellie James. I was born and raised in Seattle, Washington and come from a large, close-knit family. I enjoy being outdoors, hiking, skiing, and playing soccer and volleyball. I am grateful for the opportunity to grow my family as I begin my career at Renton RFA.



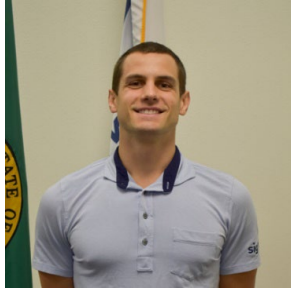
### **Recruit FF Colin Kubota**

Hello, my name is Colin Kubota. I was born and raised in Hawai'i and decided to move to Seattle to attend University and pursue a career in law enforcement before deciding that a career in the fire service was better suited for me. I enjoy outdoor activities like hiking, camping, climbing, playing sports, as well as taking an occasional nice landscape picture. I am very grateful for the opportunity to be a part of the Renton RFA family and excited to serve my community as a firefighter.



### **Recruit FF Pasha Rabizadeh**

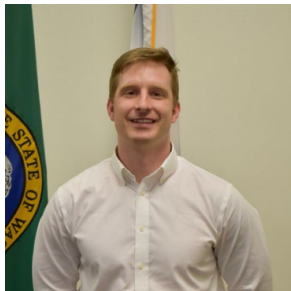
Hello, my name is Pasha Rabizadeh. I'm a second-generation Persian-American born and raised in Oregon. I spent 14 years of my career in IT helping organizations solve business problems with technology. In my spare time, I enjoy spending time with my wife as well as training in and coaching Brazilian Jiu-Jitsu. I'm excited and grateful for the opportunity to serve my community as part of Renton RFA.

**Recruit FF Ian Schroeder**

Hello, my name is Ian Schroeder. I grew up in Renton/Maple Valley and went to school in Massachusetts. I have worked on civilian naval supply vessels for the last 4 years sailing around the world. I enjoy outdoor activities like snowboarding, camping, backpacking, kayaking, etc. I am honored to have been accepted into the Renton Fire family and am excited to put forth all my effort in the months and years ahead.

**Recruit FF Houston Stodghill**

Hello, my name is Houston Stodghill. I am from North Carolina but now call Chelan, WA my home. As someone who loves personal connection, new challenges and helping others, I am excited to be a member of Renton RFA. When I'm not on shift, you can find me hiking, skiing, playing a twilight round of golf, and hanging with my friends and family. I am honored to provide fire, life safety services and protection to the residents of Renton.

**Recruit FF Samuel Trudeau**

Hello, my name is Sam Trudeau. I am from Omak, Washington and am currently living in Redmond WA. I have a wife and three-month-old daughter. During my spare time, I enjoy CrossFit and outdoor activities such as hiking, backpacking, and camping with friends and family.

**Recruit FF David Vance**

Hello, my name is David Vance. I was born and raised in Delaware County, Pennsylvania. After I graduated high school, I enlisted in the army where I served for seven years. In my free time, I enjoy lifting weights, and spending time with my wife Gina and our dog and cat, Artemis and Panda. I am very grateful for this opportunity with the Renton Regional Fire Authority.

**Recruit FF Jonathon Wills**

Hello, my name is Jonathon Wills. I am married with two children ages 10 and 13. I was born and raised in Washington State, and currently live in the Lake Tapps area. Leading up to this, I spent one year as a resident volunteer at Mountain View Fire & Rescue and was an EMT for two years with Tri-Med. Most recently, I spent the last seven years at Amazon as a Secured Space Manager. In my personal time, I enjoy spending time with my family and working out or playing disc golf. I am extremely grateful for the opportunity to join the Renton Regional Fire Authority family.









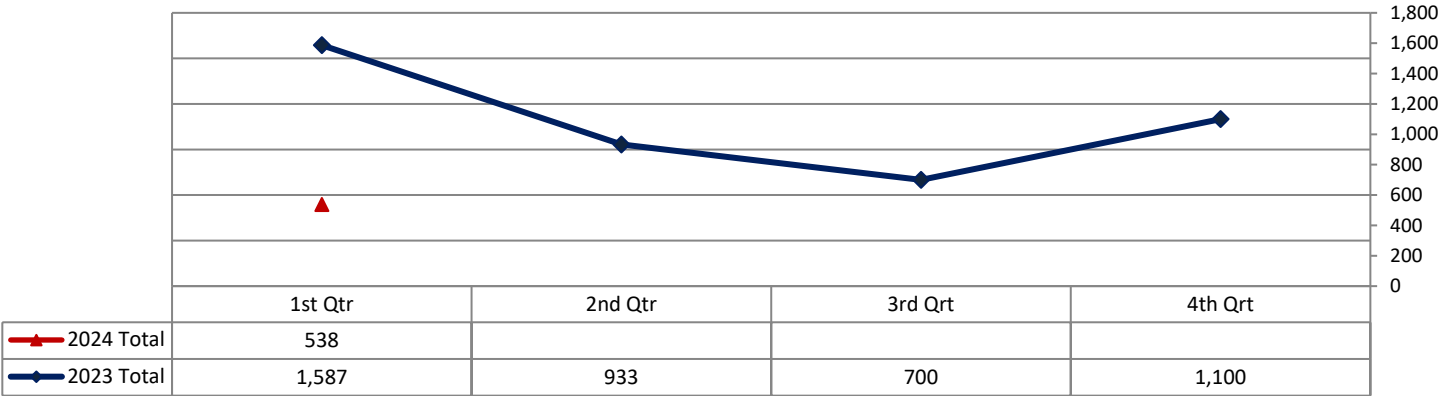
Office of the Fire Marshal 2024 Monthly Report

February 2024

Inspections

Staff have completed 538 inspections (business, multi-family, IFC permit, special, complaint & re-inspections) in January.

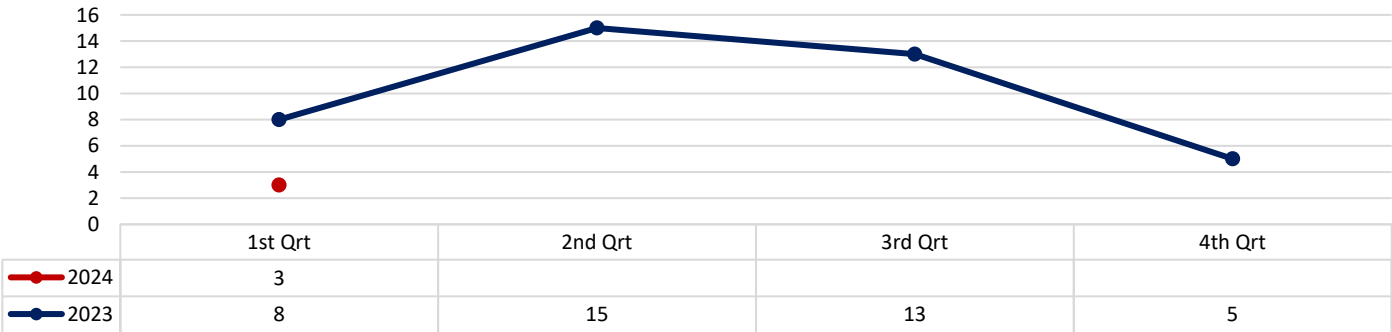
Inspections Completed by Quarter - Comparative to 2023



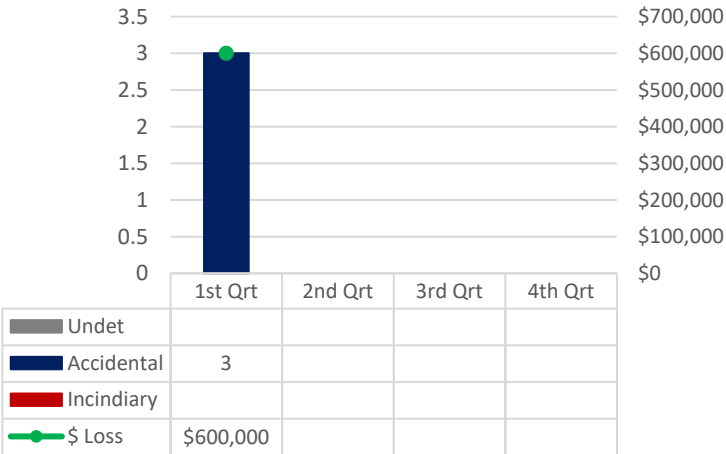
Fire Investigations

Staff investigated 3 fires in January. Total dollar loss for the year is estimated at \$600,000.

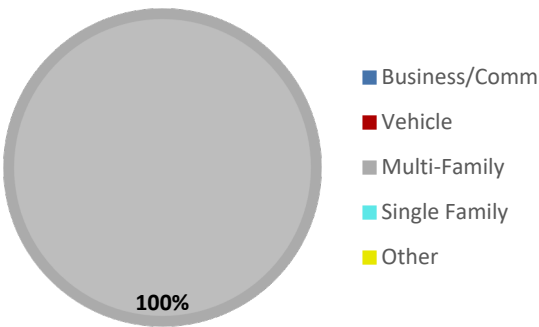
Fire Investigations by Quarter - Comparative to 2023



FIRE CAUSE AND LOSS ESTIMATE



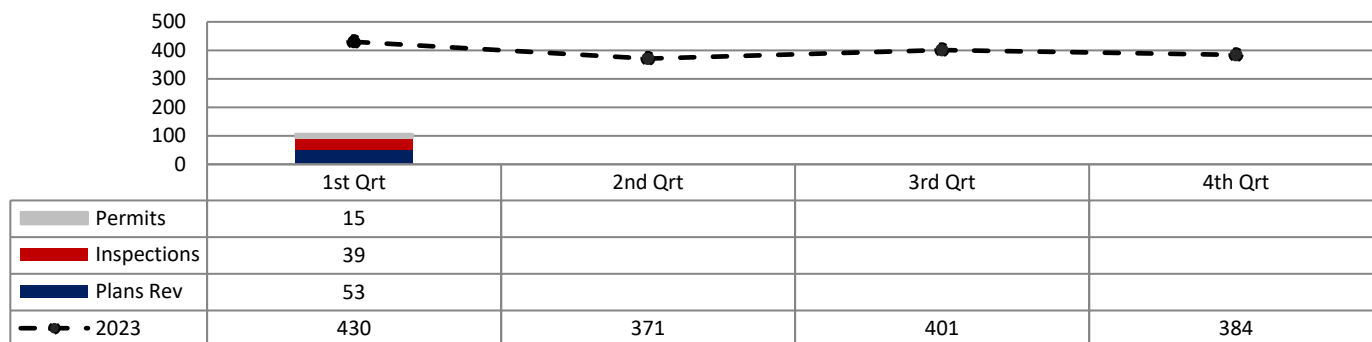
PROPERTY TYPE OF INVESTIGATED FIRES



## Plans Review, Construction Inspections & Permits

Staff completed 53 plans reviews, 39 construction inspections, and issued 15 fire systems and/or fire construction permits in January.

**Plans Review, Construction Inspections & Permits by Quarter - Comparative to 2023**



Project highlights: Sunset Gardens project has received fire final approval, and is awaiting certificate of occupancy from the building department.

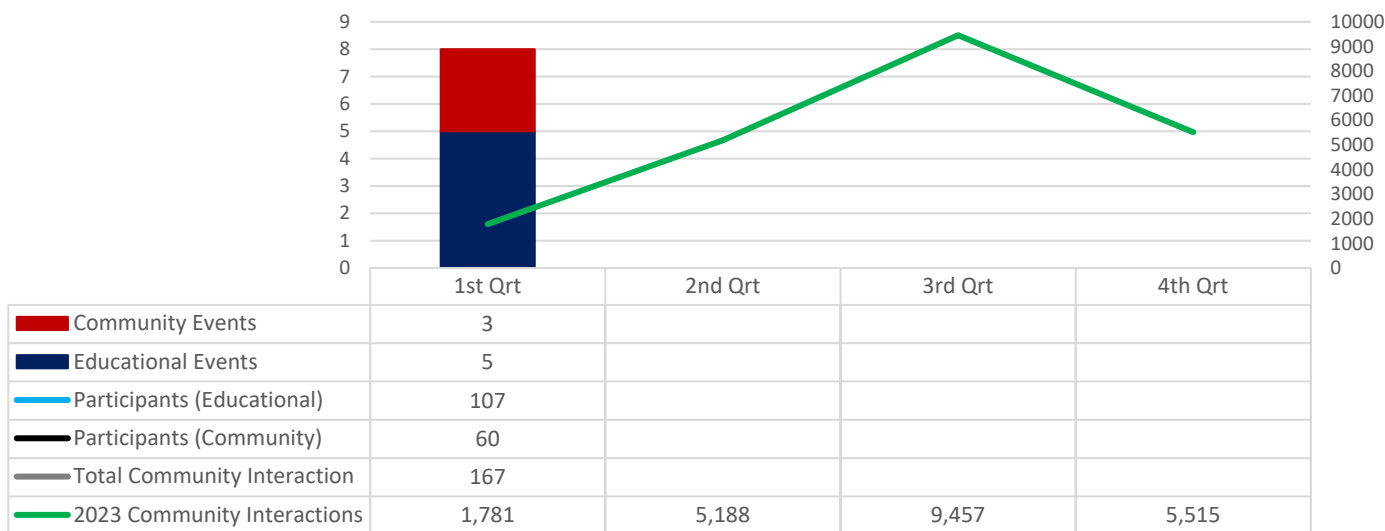
## Public Education / Community Outreach Highlights

The Department participated in 3 educational events, reaching 107 attendees and an additional 5 community events, reaching 167 attendees in January.



- Our public educator taught Kindergarten Fire Safety at Cambell Hill and Talbot Hill Elementary Schools – these sessions were attended by 107 students.
- Response ops crews participated in the annual egg-drop physics experiment at the Highlands Neighborhood Center. This was attended by 15 participants.
- The Human Resources Section hosted a Renton High School career tour at Fire Station 14 that included a tour of the station, CPR training, a firefighter combat challenge, and learning about career opportunities with Renton Regional Fire Authority. This was attended by 30 high school students.

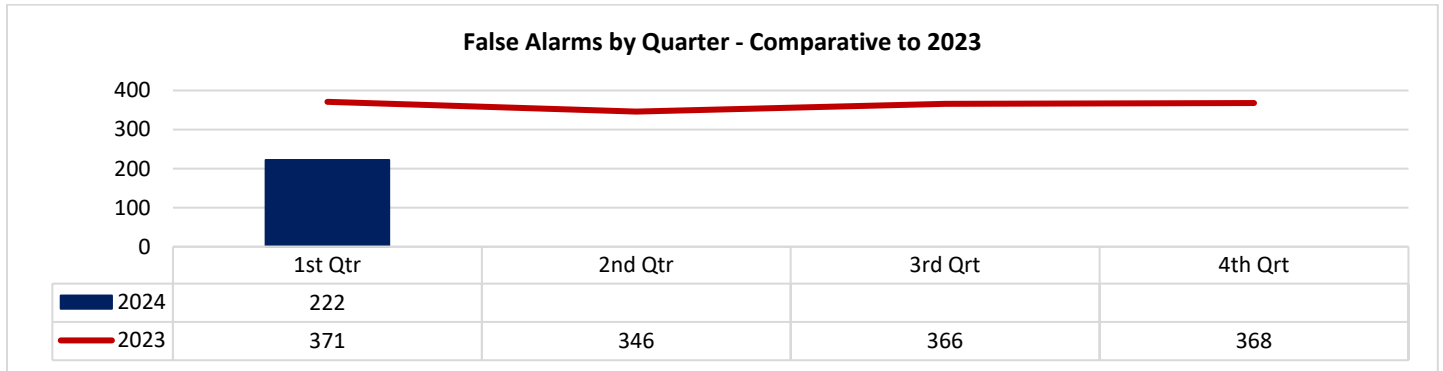
**PUBLIC EDUCATION & COMMUNITY OUTREACH**



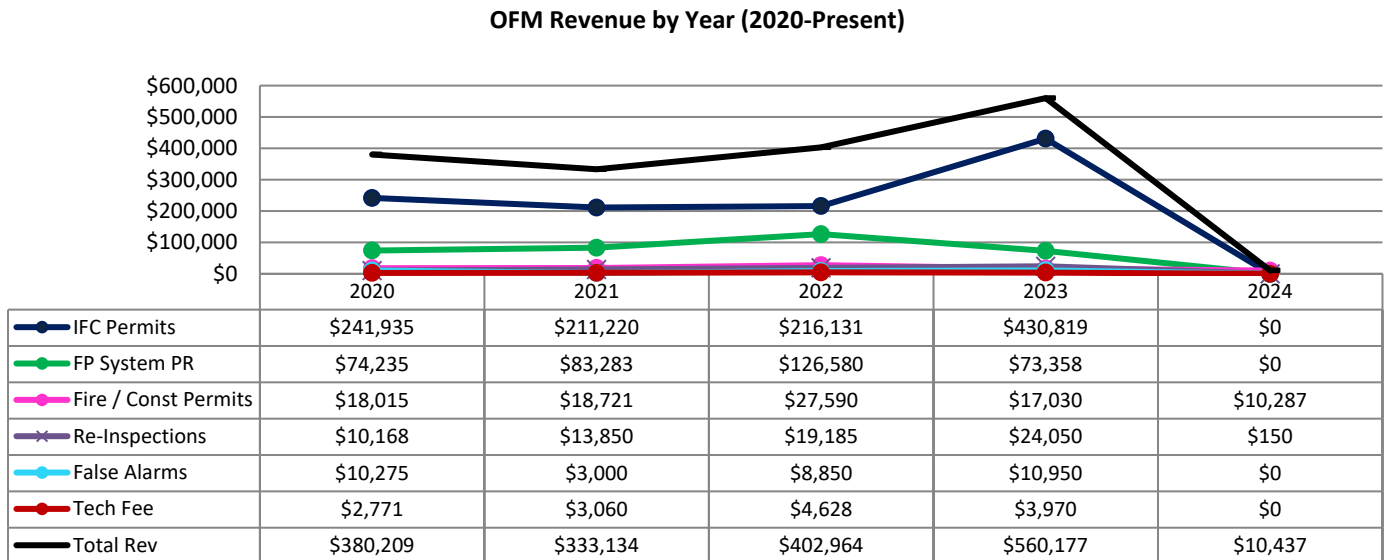


## False Alarms

The Department responded to 222 false alarms in January within the RRFA response area.



**Revenue** \$10,437 in Fire Marshal revenues were collected in January.



## Code Adoption / Fire Marshal Fees Update

Confirmation from the State Building Code Council that the 2021 codes will be adopted in the State of Washington in March. We have established a preliminary timeline for fire code adoption through the Renton Municipal Code that includes legal review with the city attorney in late spring/early summer, review with the Governance Board shortly thereafter, submission for City Council committee review/approval and final City Council approval in late fall, with implementation of January 1, 2025. This was due to legal delays at the state. Our intent is to address fire marshal fee increases and code adoptions concurrently in the future on the same 3-year cycle as have occurred in the past.

## Monthly Overview

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

RRFA Station Area	First Due Incident Counts	Incidents in RRFA Area	Station Reliability
▲			
11	416	447	93.06%
12	337	376	89.63%
13	388	434	89.40%
14	90	106	84.91%
15	121	133	90.98%
16	135	155	87.10%
17	240	250	96.00%
<b>Total</b>	<b>1727</b>	<b>1901</b>	<b>90.85%</b>

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

Incident Type Group	11	12	13	14	15	16	17	Total
▲								
100 - Fire	12	6	10	6	5	2	4	<b>22</b>
200 - Overpressure Rupture, Explosion, Overheat		2			1			<b>3</b>
300 - Rescue & EMS	323	281	333	71	103	133	207	<b>1372</b>
400 - Hazardous Condition	9	6	4	10	5	4	2	<b>26</b>
500 - Service Call	45	43	25	18	23	18	19	<b>174</b>
600 - Good Intent Call	28	15	23	17	4	12	11	<b>104</b>
700 - False Alarm	73	33	43	33	11	18	45	<b>234</b>
800 - Severe Weather & Natural Disaster			1					<b>1</b>
<b>Total</b>	<b>490</b>	<b>386</b>	<b>439</b>	<b>155</b>	<b>152</b>	<b>187</b>	<b>288</b>	<b>1936</b>

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

Unit/Station	Response Counts
▲	
☐ <b>11</b>	<b>588</b>
A311	170
E311	283
L311	135
☐ <b>12</b>	<b>456</b>
A312	226
B312	29
CAR312	22
E312	179
☐ <b>13</b>	<b>492</b>
A313	252
B313	34
E313	205
E413	1
☐ <b>14</b>	<b>163</b>
E314	140
HM314	23
☐ <b>15</b>	<b>156</b>
E315	156
☐ <b>16</b>	<b>197</b>
BR316	4
E316	178
E416	15
☐ <b>17</b>	<b>310</b>
A317	173
E317	137
<b>Total</b>	<b>2362</b>

**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

Last Month Response Time Breakdown

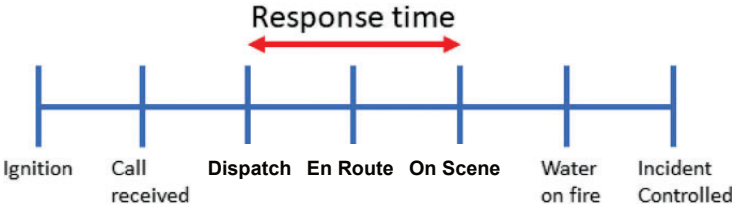
Station / Unit	Avg Turnout Time	Avg Travel Time	Avg Response Time	90th Percentile Turnout Time	90th Percentile Travel Time	90th Percentile Response Time
11	00:01:31	00:03:25	00:04:56	00:02:48	00:05:30	00:08:18
Aid Unit	00:01:18	00:03:21	00:04:39	00:01:56	00:05:02	00:06:58
Engine	00:01:43	00:03:34	00:05:17	00:03:00	00:05:30	00:08:30
Ladder Truck	00:01:40	00:03:16	00:04:57	00:03:02	00:05:42	00:08:44
12	00:01:46	00:03:50	00:05:36	00:02:41	00:06:11	00:08:52
Aid Unit	00:01:45	00:03:51	00:05:37	00:02:38	00:06:13	00:08:51
Engine	00:01:47	00:03:47	00:05:35	00:02:50	00:05:45	00:08:35
13	00:01:25	00:04:24	00:05:50	00:02:20	00:06:39	00:08:59
Aid Unit	00:01:28	00:04:23	00:05:51	00:02:22	00:06:14	00:08:37
Engine	00:01:19	00:04:29	00:05:48	00:02:16	00:06:57	00:09:13
14	00:01:59	00:04:50	00:06:49	00:02:51	00:07:03	00:09:55
Engine	00:01:59	00:04:50	00:06:49	00:02:51	00:07:03	00:09:55
15	00:01:56	00:04:19	00:06:15	00:02:37	00:05:10	00:07:47
Engine	00:01:56	00:04:19	00:06:15	00:02:37	00:05:10	00:07:47
16	00:01:46	00:04:19	00:06:06	00:02:45	00:06:40	00:09:26
Engine	00:01:46	00:04:19	00:06:06	00:02:45	00:06:40	00:09:26
17	00:01:38	00:04:01	00:05:40	00:02:41	00:05:53	00:08:35
Aid Unit	00:01:37	00:03:51	00:05:29	00:02:43	00:05:53	00:08:37
Engine	00:01:42	00:04:31	00:06:14	00:02:35	00:05:45	00:08:21
Total	00:01:38	00:04:00	00:05:39	00:02:41	00:06:03	00:08:44

Definition:

Turnout time = Dispatch to Firefighters in vehicle ready to respond

Travel Time = Firefighters in vehicle ready to respond to Firefighters On Scene

Response Time = Dispatch to Firefighters On Scene



## Year-to-date RRFA Incidents Overview

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

Station Areas	January	Total
11	447	<b>447</b>
12	376	<b>376</b>
13	434	<b>434</b>
14	106	<b>106</b>
15	133	<b>133</b>
16	155	<b>155</b>
17	250	<b>250</b>
<b>Total</b>	<b>1901</b>	<b>1901</b>

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

Incident Type Group	January	Total
100 - Fire	22	<b>22</b>
200 - Overpressure Rupture, Explosion, Overheat	3	<b>3</b>
300 - Rescue & EMS	1372	<b>1372</b>
400 - Hazardous Condition	26	<b>26</b>
500 - Service Call	180	<b>180</b>
600 - Good Intent Call	108	<b>108</b>
700 - False Alarm	234	<b>234</b>
800 - Severe Weather & Natural Disaster	1	<b>1</b>
900 - Special Incident	1	<b>1</b>
<b>Total</b>	<b>1947</b>	<b>1947</b>

## Responses Breakdown by Apparatus

Apparatus Station	January	Total
☐ <b>11</b>	<b>588</b>	<b>588</b>
A311	170	<b>170</b>
E311	283	<b>283</b>
L311	135	<b>135</b>
☐ <b>12</b>	<b>456</b>	<b>456</b>
A312	226	<b>226</b>
B312	29	<b>29</b>
CAR312	22	<b>22</b>
E312	179	<b>179</b>
☐ <b>13</b>	<b>492</b>	<b>492</b>
A313	252	<b>252</b>
B313	34	<b>34</b>
E313	205	<b>205</b>
E413	1	<b>1</b>
☐ <b>14</b>	<b>163</b>	<b>163</b>
E314	140	<b>140</b>
HM314	23	<b>23</b>
☐ <b>15</b>	<b>156</b>	<b>156</b>
E315	156	<b>156</b>
☐ <b>16</b>	<b>197</b>	<b>197</b>
BR316	4	<b>4</b>
E316	178	<b>178</b>
E416	15	<b>15</b>
☐ <b>17</b>	<b>310</b>	<b>310</b>
A317	173	<b>173</b>
E317	137	<b>137</b>
<b>Total</b>	<b>2362</b>	<b>2362</b>



## Governing Board Agenda Item

SUBJECT/TITLE: Approval of 2022 Standards of Cover Document (SOC)

STAFF CONTACT: DC Dan Alexander

### SUMMARY STATEMENT:

As part of the accreditation process the RRFA has produced a Standards of Cover document. This key document needs approval by the Governance Board.

### FISCAL IMPACT:

Expenditure 0 Revenue 0

Currently in the Budget Yes ☐ No ☐ N/A ☒

### SUMMARY OF ACTION:

We are seeking approval of the 2022 Standards of Cover document.

Reviewed by Legal Yes ☐ No ☐ N/A ☒

### EXHIBITS:

Please refer to packet emailed to all Governance Board members for review.

### RFA GOVERNANCE BOARD RECOMMENDED ACTION:

Motion to approve 2022 Standards of Cover document.