



RFA GOVERNANCE BOARD REGULAR MEETING AGENDA

10:00 A.M. – Monday, March 11, 2024

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 February 12, 2024](#), Regular Meeting
 - Approval of [Minutes from February 26, 2024](#), Special Meeting
 - Approval of [Vouchers](#): AP Check Register 1/16/2024 – 2/15/2024
Payroll Checklist 1/1/2024 – 1/31/2024
- 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)

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- Office of the Fire Marshal (Fire Marshal Barton)
 - [OFM Monthly Report](#)
- Support Services (Deputy Chief Alexander)
- Response Operations (Deputy Chief Seaver)
 - Significant Events
 - 2/2/24 NB SR167/S 180th St MVA w/Injuries
 - 2/10/24 16463 113th Ave SE Residential Fire
 - 2/14/24 12525 SE 188th Pl Residential Fire
 - 2/15/24 763 Redmond Ave NE Residential Fire
 - 2/18/24 13505 SE 148th St Residential Fire
 - 2/27/24 407 Williams Ave S Commercial Fire
 - 2/27/24 1500 Houser Way S Shooting
 - Training
 - Aerial Dynamics
 - Multi-Company Night Drills
 - Kent Williams – Breach Point
 - Rope Rescue at SeaTac Airport
 - Confined Space at I-90 Tunnel
 - Public Outreach
 - Station 12 Tour
 - Ride-Alongs (37)
 - North Seattle Community College EMTs
 - Potential Candidates
 - Engine & Aid Car Procession @ City Hall
 - [February Response Reports](#)
- Correspondence
- Unfinished Business
- New Business
 - [New Recruit Bunker Gear](#)
 - [MelEos Group 2024 Consulting Agreement](#)
- Good of the Order
- Executive Session
- Future Meetings:
 - Monday, March 25, 2024, 10:00 a.m., Budget/Finance Committee Meeting, Video Conference

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- Monday, March 25, 2024, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
- Monday, April 8, 2024, 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, February 12, 2024

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

CALL TO ORDER

Governance Board Chair Abercrombie called the regular meeting to order at 9:59 a.m.

ROLL CALL

Governance Board Members Present:

Kerry Abercrombie, Vice Chair (Fire District 25)
James Alberson (City of Renton)
Ryan McIrvin (City of Renton)
Valerie O'Halloran, Chair (City of Renton)
Andrew Schneider (Non-Voting Advisory Position, Fire District 40)

Governance Board Members Not Present:

Marcus Morrell (Fire District 25) – Joined meeting at 10:18 a.m.
Sean Cook (Fire District 25)

Administrative Staff Present:

Fire Chief Steve Heitman, Deputy Chief Mark Seaver, Deputy Chief Chuck DeSmith, Deputy Chief Dan Alexander, Fire Marshal Angela Barton, Finance Manager LaQuanza Flowers, Site Reliability Engineer Wyatt Humphreys, Board Secretary Samantha Vergara, RFA Attorney Brian Snure, Lieutenant Chris Krystofiak; (Virtual) Chief Administration Officer Samantha Babich, Administrative Services Manager Christine Noddings

A **MOTION** to excuse the absent Board Members from this meeting was postponed until there was a quorum (*see Unfinished Business*).

AGENDA MODIFICATIONS

There were no agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

The Healthy Heart Proclamation was presented by Board Chair Abercrombie.

Fire Benefit Charge (FBC) Petition Hearing

Board Chair Abercrombie convened the Hearing Board. There were no petitions to review for adjustment. Deputy Chief Alexander presented a staff report on the petition process. Board Chair Abercrombie asked about any new petitions online or in-person; Board Secretary Vergara confirmed none. Board Chair Abercrombie recessed the Benefit Charge Petitions Review Board until 10:30 a.m. on February 26, 2024, and resumed the Board's regular meeting.

GOVERNANCE BOARD REGULAR MEETING MINUTES

February 12, 2024

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PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

Approval of minutes from the January 8, 2024, Regular Meeting, and the approval of vouchers.

A **MOTION** to approve the consent agenda will be postponed until there is a quorum, as RRFA Attorney Snure reminded the Board there is currently no quorum.

SIGNING OF VOUCHERS

The Governance Board Members signed the Voucher Approval letter for February 12, 2024.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Heitman presented his report.

After the presentation, Board Vice Chair Alberson inquired about structure #2 on the Station 16 build and Chief Heitman gave clarification.

Board Chair Abercrombie congratulated Lt. Krystofiak for earning Officer of the 4th Quarter, as he was in the audience. He then asked about the accreditation team and if these members are accredited. Chief Heitman confirmed that is a requirement in order to be on the peer review team. Board Chair Abercrombie inquired about the legislative day affecting the fire benefit charge and representation for fire organizations. Chief Heitman noted the WA State Fire Chiefs Association is our lobby.

DIVISION REPORTS

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

After Deputy Chief DeSmith presented on EMS/Health & Safety, Board Vice Chair Alberson inquired about the possibility of the Board receiving examples of FD CARES in action. DC DeSmith noted these examples/appraisals will be included in an annual report. Board Chair Abercrombie commended DC DeSmith for his dedication and commitment to the FD CARES program throughout the years.

After Fire Marshal Barton presented her report, Board Vice Chair Alberson asked about the significant increase in false alarms in January. Fire Marshal Barton noted the severe winter storm and weather-related incidents that occurred.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

Consent Agenda

Approval of minutes from the January 8, 2024, Regular Meeting, and the approval of vouchers.

GOVERNANCE BOARD REGULAR MEETING MINUTES

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A **MOTION** was made by Board Vice Chair Alberson and **SECONDED** by Board Member McIrvn to approve the consent agenda for February 12, 2024, as published. **MOTION CARRIED (5-0)**

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

NEW BUSINESS

Standard of Cover (SOC)

As part of the accreditation process, the RRFA has prepared a 2022 Standards of Cover document, which requires approval by the Governing Board.

A **MOTION** was made by Board Member O'Halloran and **SECONDED** by Board Member Morrell to approve the 2022 Standards of Cover as presented. **MOTION CARRIED (5-0)**

Board Chair Abercrombie inquired if a hard copy of the SOC will be made available. DC Alexander noted it will be accessible electronically in SharePoint. Chief Heitman offered in paper copy, if this is preferred and noted there will be future updates.

GOOD OF THE ORDER

Board Chair Abercrombie he will be out of town during the next meeting(s) and has asked Vice Chair Alberson to chair the meeting(s).

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.

Executive session was called at 10:35 a.m. for 10 minutes. Regular meeting reconvened at 10:45 a.m.

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 108th Ave SE, Renton) / Video Conference
- Monday, March 11, 2024, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference

ADJOURNMENT

Board Chair Abercrombie adjourned the meeting at 10:46 a.m.

Kerry Abercrombie, Board Chair

Samantha Vergara, Board Secretary

Professionalism • Integrity • Leadership • Loyalty • Accountability • Respect

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Renton Regional Fire Authority

18002 108th Ave SE
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Office: (425) 276-9500
Fax: (425) 276-9592

MINUTES

RFA Governance Board Special Meeting

10:30 A.M. – Monday, February 26, 2024

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

CALL TO ORDER

Governance Board Vice Chair Alberson called the special meeting to order at 10:30 a.m.

FLAG SALUTE

ROLL CALL

Governance Board Members Present:

James Alberson, Vice Chair (City of Renton)

Sean Cook (Fire District 25)

Marcus Morrell (Fire District 25)

Valerie O'Halloran (City of Renton)

Ryan McIrvine (City of Renton)

Governance Board Members Not Present:

Kerry Abercrombie, Board Chair (Fire District 25)

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

Administrative Staff Present:

Deputy Chief Chuck DeSmith, Site Reliability Engineer Wyatt Humphreys, Business Intelligence Analyst Kelvin Li, Board Secretary Samantha Vergara, and RFA Attorney Brian Snure.

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

FIRE BENEFIT CHARGE (FBC) HEARING

Vice Chair Alberson reconvened the Hearing Board. Business Intelligence Analyst Li presented the updated staff report on the petition process.

Vice Chair Alberson inquired about any property owners submitting an adjustment request. There were no new petitions brought forward to the board for review.

A **MOTION** was made by Board Member O'Halloran and **SECONDED** by Board Member McIrvine to approve all Administrative Actions (error corrections and discounts) as presented by staff.

MOTION CARRIED (5-0)

Vice Chair Alberson declared the 2024 Benefit Charge Petition Review Board closed and the Board returned to the Renton RFA Governing Board Special meeting.

GOVERNANCE BOARD SPECIAL MEETING MINUTES

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FUTURE MEETINGS

- Monday, March 11, 2024, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference
- Monday, March 25, 2024, 10:00 a.m., Budget/Finance Committee Meeting, Video Conference
- Monday, March 25, 2024, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference

ADJOURNMENT

Board Vice Chair Alberson adjourned the meeting at 10:35 a.m.

Kerry Abercrombie, Board Chair

Samantha Vergara, Board Secretary

VOUCHER APPROVAL FOR MARCH 11, 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.

A/P VOUCHERS	Payment Date	Numbers	Amount
Virtual Pay	01/16/2024 - 02/15/2024	APA002707-APA002797	\$904,070.26
Checks	01/16/2024 - 02/15/2024	-	\$214.10
EFTs	01/16/2024 - 02/15/2024	-	\$337,010.94
Bank Drafts	01/16/2024 - 02/15/2024	-	\$1,048,409.38
AR Refund Checks	01/16/2024 - 02/15/2024	-	\$0.00
TOTAL A/P			\$2,289,704.68
PAYROLL VOUCHERS		No. of Vouchers	Amount
Direct Deposits	1/25/2024	175	\$723,371.53
Payroll Checks	1/25/2024	0	\$0.00
Direct Deposits	2/9/2024	186	\$752,207.41
Payroll Checks	2/9/2024	1	\$0.00
TOTAL PAYROLL		362	\$1,475,578.94
TOTAL CLAIMS			\$3,765,283.62

Renton Regional Fire Authority Governance Board:

Kerry Abercrombie, Board Chair

James Alberson, Board Member

Marcus Morrell, Board Member

Valerie O'Halloran, Board Member

Sean Cook, Board Member

Ryan McIrvin, Board Member

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RENTON REGIONAL FIRE AUTHORITY

M E M O R A N D U M

DATE: March 11, 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

1. 2023 Members of the Year

A call for votes went out for annual recognition, and the following members were selected for this great honor. Please join me in congratulating these members on their accomplishments.

- Officer of the Year – Lieutenant Chris Ellis
- Firefighter of the Year – Engineer Dan Johnston
- EMT of the Year – Firefighter Emilie Garza
- Civilian of the Year – Facilities Technician Don Highley

2. Promotional Exam Announcements

Promotional exam announcements have been sent to captains to establish an eligibility list for promotions to battalion chief/safety officer and sent to lieutenants to establish an eligibility list for promotions to captain. The deadline for exam applications is Friday, March 15th. Exams are scheduled to take place May 15-16 at the South King County Fire Training Consortium.

3. PSERN Operator Operations Board

I have been asked to serve as the Vice Chair for the newly formed PSERN Operator Operations Board. The PSERN Operator Operations Board is a key component of a regional effort to enhance public safety communications. Its formation represents a significant step forward in our collective ability to respond to emergencies effectively and coordinate across

different agencies and services. The Board will focus on operational strategies, system improvements, and the integration of new technologies to keep our communities safe.

4. Renton Chamber of Commerce Gala & Auction

The Renton Chamber of Commerce is celebrating its 100-year anniversary this year and hosting its annual 2024 Spring Fling Gala and Auction on Saturday, March 23rd at 5:00 pm at the Renton Pavilion & Events Center. The evening will include a silent and live auction, dinner service provided by Rain City Catering, dessert dash, photo booth by Strike a Pose, and a raffle.

5. "Ask Me Anything" Videos

I met with Communications Manager Katie Lewis to film the next AMA video on Wednesday, February 21st and should be out this week once editing is completed. Local 864 President Andrew Plumlee once again agreed to be the interviewer, and we answered a total of 15 questions from members across the organization.

6. 2024 Center of Public Service Excellence Conference

DC Mark Seaver, CAO Samantha Babich, DC Dan Alexander, Accreditation Manager Lisa Sjoden, Business Analyst Kelvin Li, and I attended the CPSE Conference the week of February 26th in Orlando. We were able to meet two of the four peer assessors who will be visiting Renton RFA in April as part of the accreditation process. We were also able to take several classes directly related to the accreditation process as well as other varied topics.

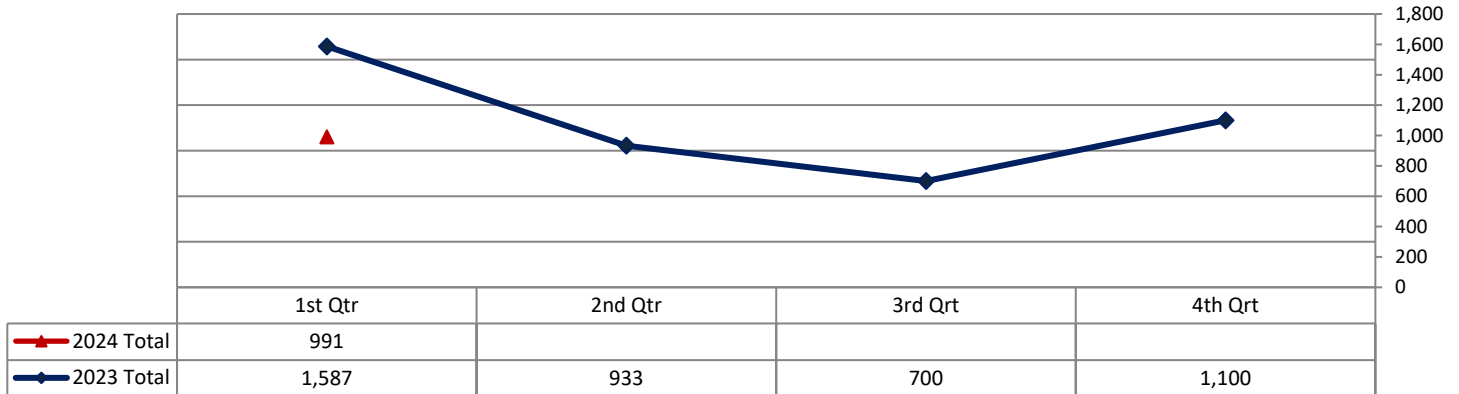
Office of the Fire Marshal 2024 Monthly Report

March 2024

Inspections

Staff have completed 991 inspections (business, multi-family, IFC permit, special, complaint & re-inspections) year to date.

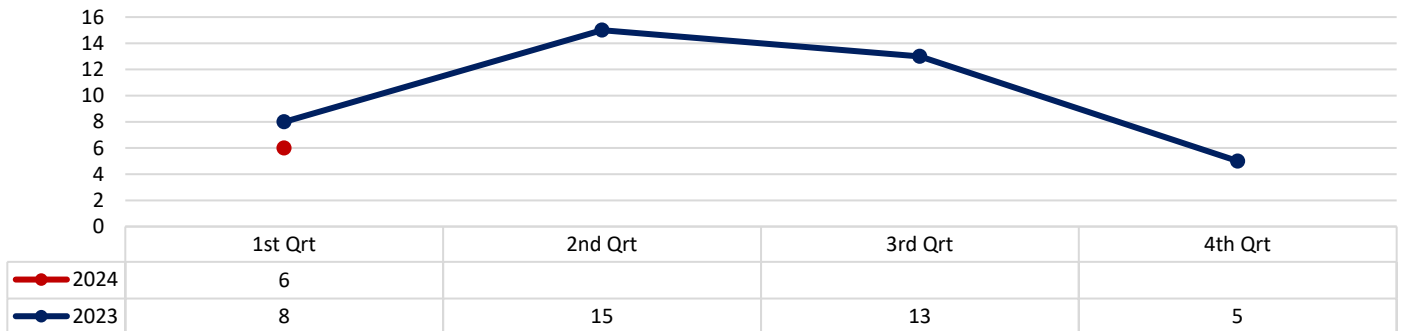
Inspections Completed by Quarter - Comparative to 2023



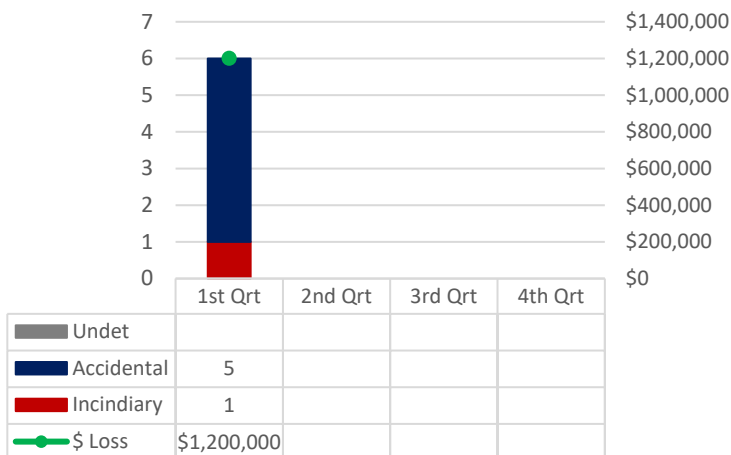
Fire Investigations

Staff investigated 3 fires in February. Total dollar loss for the year is estimated at \$1.2 million.

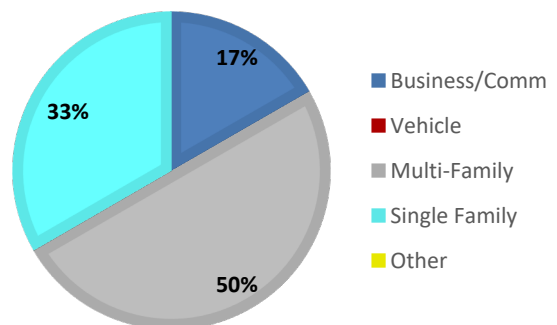
Fire Investigations by Quarter - Comparative to 2023



FIRE CAUSE AND LOSS ESTIMATE



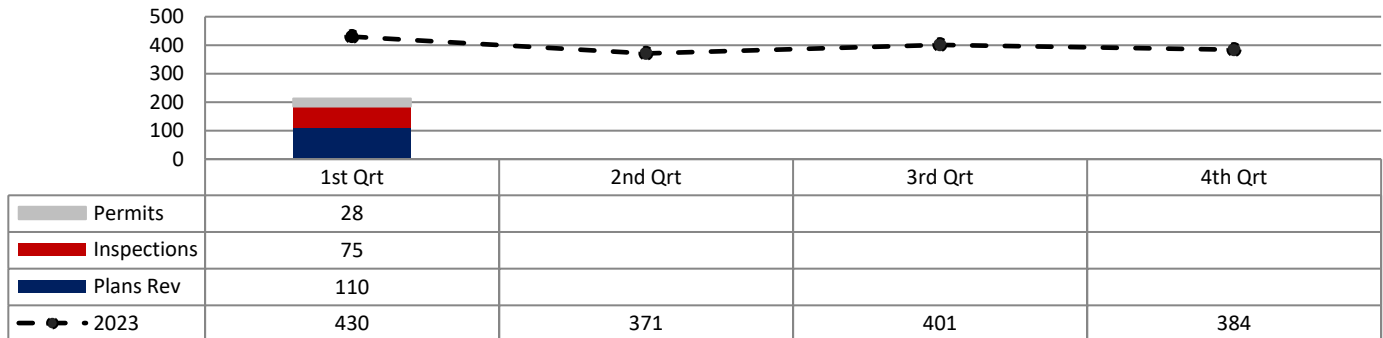
PROPERTY TYPE OF INVESTIGATED FIRES



Plans Review, Construction Inspections & Permits

Staff completed 57 plans reviews, 34 construction inspections, and issued 13 fire systems and/or fire construction permits in February.

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



Project highlights: Permits and plans have been reviewed for a large addition and remodel at 720 Rainier Ave S for the new ARB business (retail sales and installation of passenger vehicle parts and accessories).

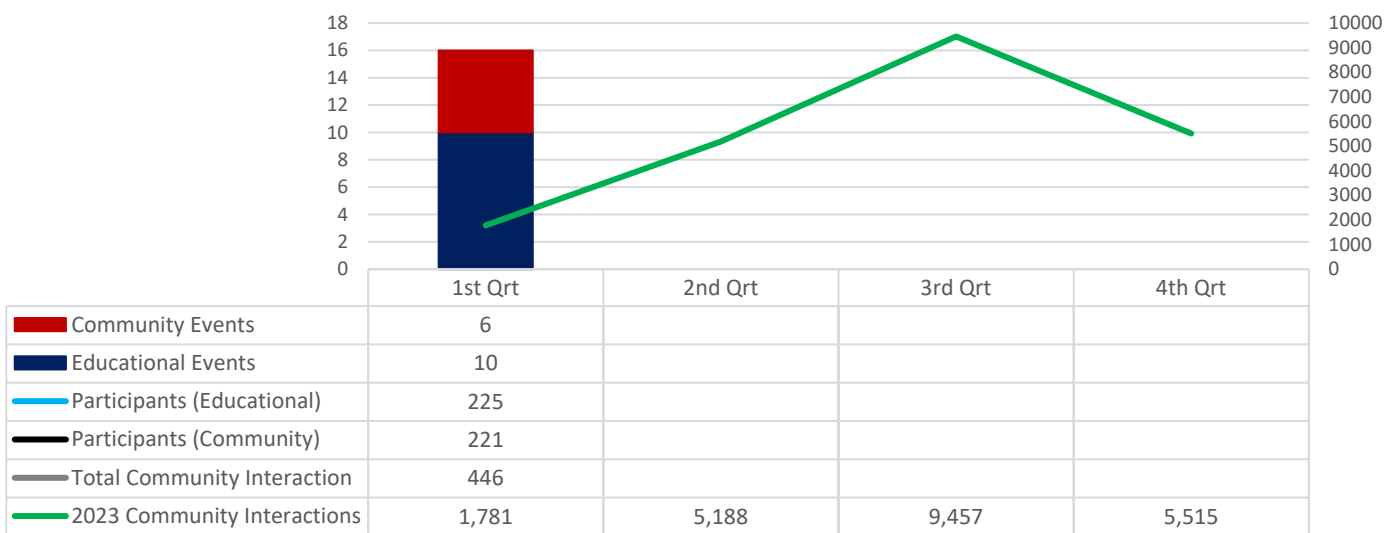
Public Education / Community Outreach Highlights

The Department participated in 5 educational events, reaching 118 attendees and an additional 3 community events, reaching 161 attendees in February.



- Our public educator taught Kindergarten Fire Safety at Apollo Elementary School for three classes – these sessions were attended by 63 students.
- Our public educator provided fire safety training at Harmony Childcare Center and Meadow Crest Early Learning Center, attended by 55 students.
- Our public educator and Engine 316 participated in the Maplewood Heights Elementary Read-a-Thon, where they read books focused on fire safety and participated in four sessions, attended by 160 students.

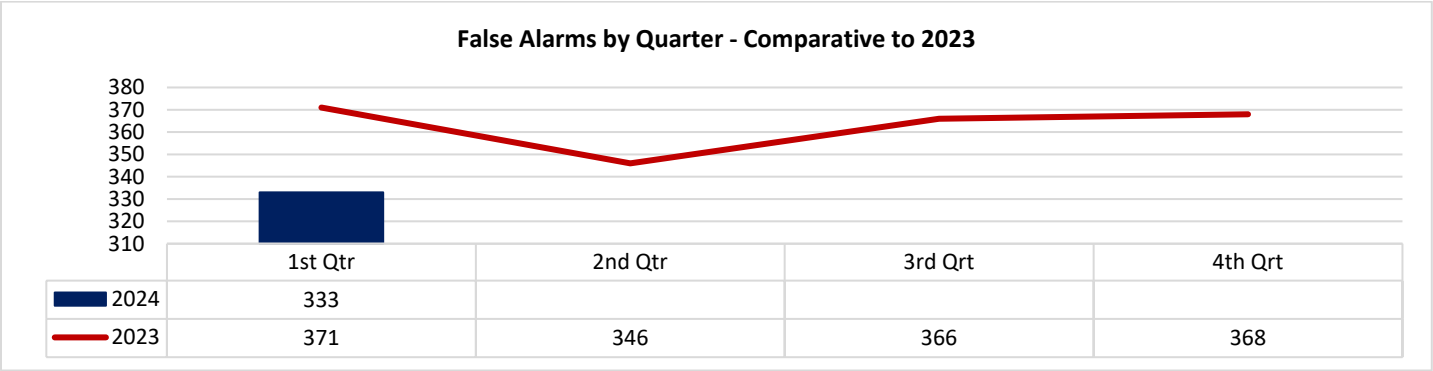
PUBLIC EDUCATION & COMMUNITY OUTREACH



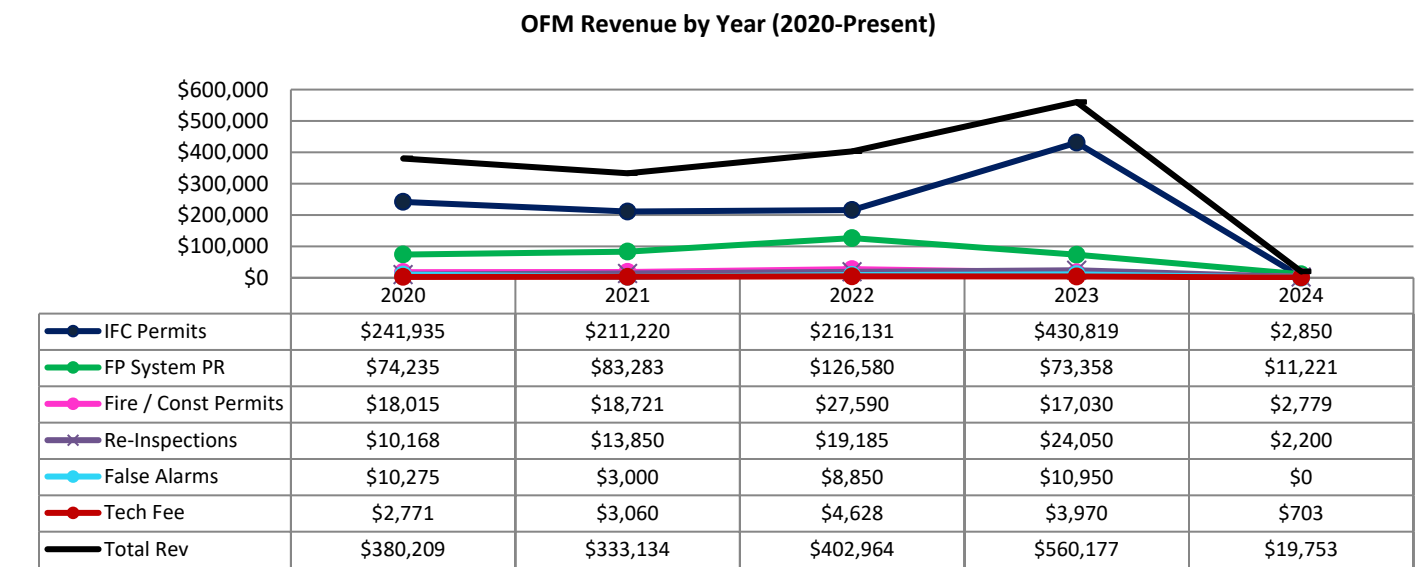
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False Alarms

The Department has responded to 333 false alarms in January within the RRFA response area.



Revenue \$19,753 in Fire Marshal revenues have been collected year to date.



Monthly Overview

Station Reliability (Not include Out of Jurisdiction Incidents)

RRFA Station Area	First Due Incident Counts	Incidents in RRFA Area	Station Reliability
11	337	354	95.20%
12	257	283	90.81%
13	297	329	90.27%
14	67	82	81.71%
15	97	111	87.39%
16	100	115	86.96%
17	164	171	95.91%
Total	1319	1445	91.28%

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

Incident Type Group	11	12	13	14	15	16	17	Total
100 - Fire	13	6	8	6	5	2	4	22
200 - Overpressure Rupture, Explosion, Overheat			2				1	2
300 - Rescue & EMS	316	260	288	55	91	89	168	1203
400 - Hazardous Condition	10	2	6	4	3			19
500 - Service Call	17	5	10	4	4	6	5	45
600 - Good Intent Call	22	20	29	15	7	9	9	89
700 - False Alarm	30	25	24	14	14	11	9	113
800 - Severe Weather & Natural Disaster	1							1
Total	409	318	367	98	124	117	196	1494

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

Unit/Station	Response Counts
11	486
A311	142
E311	227
L311	117
12	369
A312	187
B312	27
CAR312	18
DIV312	2
E312	135
13	411
A313	216
B313	42
E313	153
14	104
E314	95
HM314	9
15	124
E315	124
16	120
E316	120
17	214
A317	147
E317	67
Total	1828

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

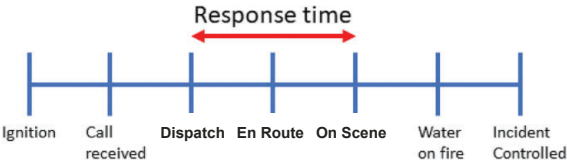
Station / Unit	Avg Turnout Time	Avg Travel Time	Avg Response Time	90th Percentile Turnout Time	90th Percentile Travel Time	90th Percentile Response Time
11	00:01:28	00:03:52	00:05:21	00:02:27	00:06:13	00:08:40
Aid Unit	00:01:29	00:03:15	00:04:44	00:02:19	00:05:33	00:07:52
Engine	00:01:37	00:03:50	00:05:27	00:02:37	00:06:19	00:08:57
Ladder Truck	00:01:06	00:05:16	00:06:22	00:02:13	00:07:57	00:10:10
12	00:01:29	00:03:35	00:05:05	00:02:26	00:05:53	00:08:20
Aid Unit	00:01:31	00:03:26	00:04:57	00:02:30	00:05:33	00:08:04
Engine	00:01:25	00:04:03	00:05:29	00:02:24	00:07:46	00:10:11
13	00:01:26	00:04:14	00:05:41	00:02:31	00:06:39	00:09:10
Aid Unit	00:01:34	00:04:22	00:05:56	00:02:31	00:06:55	00:09:26
Engine	00:01:12	00:04:00	00:05:13	00:02:32	00:05:41	00:08:13
14	00:01:59	00:03:36	00:05:35	00:02:51	00:06:19	00:09:10
Engine	00:01:59	00:03:36	00:05:35	00:02:51	00:06:19	00:09:10
15	00:02:02	00:04:08	00:06:10	00:02:45	00:06:25	00:09:10
Engine	00:02:02	00:04:08	00:06:10	00:02:45	00:06:25	00:09:10
16	00:02:03	00:04:33	00:06:36	00:03:01	00:06:35	00:09:36
Engine	00:02:03	00:04:33	00:06:36	00:03:01	00:06:35	00:09:36
17	00:01:35	00:03:22	00:04:58	00:02:20	00:05:24	00:07:45
Aid Unit	00:01:38	00:03:23	00:05:01	00:02:21	00:05:37	00:07:59
Engine	00:01:24	00:03:20	00:04:45	00:02:10	00:05:13	00:07:23
Total	00:01:35	00:03:53	00:05:28	00:02:31	00:06:15	00:08:46

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	February	Total
11	447	354	801
12	376	283	659
13	434	329	763
14	106	82	188
15	133	111	244
16	155	115	270
17	250	171	421
Total	1901	1445	3346

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

Incident Type Group	January	February	Total
100 - Fire	22	22	44
200 - Overpressure Rupture, Explosion, Overheat	3	2	5
300 - Rescue & EMS	1390	1203	2593
400 - Hazardous Condition	26	19	45
500 - Service Call	183	49	232
600 - Good Intent Call	117	92	209
700 - False Alarm	239	113	352
800 - Severe Weather & Natural Disaster	1	1	2
900 - Special Incident	1		1
Total	1982	1501	3483

Responses Breakdown by Apparatus

Apparatus Station	January	February	Total
▣ 11	588	486	1074
A311	170	142	312
E311	283	227	510
L311	135	117	252
▣ 12	456	369	825
A312	226	187	413
B312	29	27	56
CAR312	22	18	40
DIV312		2	2
E312	179	135	314
▣ 13	490	411	901
A313	252	216	468
B313	33	42	75
E313	204	153	357
E413	1		1
▣ 14	161	104	265
E314	138	95	233
HM314	23	9	32
▣ 15	156	124	280
E315	156	124	280
▣ 16	197	120	317
BR316	4		4
E316	178	120	298
E416	15		15
▣ 17	310	214	524
A317	173	147	320
E317	137	67	204
Total	2358	1828	4186



Governing Board Agenda Item

SUBJECT/TITLE: Procurement Approval for New Recruit Bunker Gear

STAFF CONTACT: DC Dan Alexander

SUMMARY STATEMENT:

Our first recruit class of 2024 requires the purchase of bunker gear for them to use in the Academy and during the first 10 years of their career. This purchase gives each recruit the standard two full sets of gear.

FISCAL IMPACT:

Expenditure \$70,537.22 Revenue

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

SUMMARY OF ACTION:

We are seeking approval for the purchase of bunker gear for the recruit class beginning the Academy in January of 2024.

Reviewed by Legal Yes ☐ No ☐ N/A ☒

EXHIBITS:

Sales Order from SeaWestern Fire Fighting Equipment

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

Motion to approve 2024 purchase of bunker gear for new recruit class.

SeaWestern, Inc.
12815 NE 124th St.
Suite H
Kirkland, WA 98034
425-821-5858



SEAWESTERN

FIRE FIGHTING EQUIPMENT

Sales Order

Phone: 425-821-5858
Email: Info@seawestern.com
www.seawestern.com

Bill To:		Ship To:		Date	12/08/2023
RENTON REGIONAL FIRE AUTHORITY 18002 - 108TH AVE SE RENTON, WA 98055		RENTON REGIONAL FIRE AUTHORITY 7691 South 180th Street Kent, WA 98032		Customer ID	10658
				Order #	SO22596
				Sales Rep	
				Adrian Parker	

Customer PO #	Attention
Richard Wolleat	

Item	Qty	Units	Description	Rate	Amount
Rainier V-Force Coat	18	EA	SeaWestern Lion Rainier V-Force Coat - ISODRI System with PBI MAX Outershell, 32" Length, K7 Glide Thermal Liner with W.L. Gore Crosstech "Black" Moisture Barrier, Raglan Sleeve Design, Self Material Coat Cuffs, 3" Yellow Ventilated Triple Trim in New York Trim Pattern, 6" x 10" Full Bellow Pockets, Radio Pocket and Mic Tab on Left Chest, Mic Tab and Flashlight Assembly on Right Chest, Over-the-Thumb Wristlets, Drag Rescue Device, Hanging Name Plate with Lettering, Department Lettering on Yoke (up to 8 characters)	1,885.97	33,947.46
PBI Max Black	18	EA	Upgrade Outershell to Black PBI MAX	79.33	1,427.94
CR236Z-CLF221 Z-CC710Z	18	EA	Collar Wristlet Zipper Liner Attachment	39.06	703.08
LTSL3YNS-LTS L2YNS	36	EA	Additional 3" Letters Attached to Back Yoke of Coat - 8 FREE (1) EXTRA PER COAT	7.14	257.04
Center Cut Plus	18	EA	Upgrade Liner to G0 Center Cut Plus Thermal Liner	86.94	1,564.92
Rainier V-Force Pant	18	EA	SeaWestern Lion Rainier V-Force Pant - ISODRI System with PBI MAX Outershell, K7 Glide Thermal Liner with W.L. Gore Crosstech "Black" Moisture Barrier, Contoured Legs and Knees, Black AraShield Reinforcement on Knees and Cuffs, Two Layers of Padding in Knee, 3" Yellow Ventilated Triple Trim, 9" x 10" x 2" Full Below Pocket on Left Side, Tool Pocket on Right Side, Zipper Closure on 2" Kevlar Belt System, Boot Cut with H-Back Suspenders with Self Fabric Suspender Attachment	1,319.72	23,754.96
PBI Max Black-Pant	18	EA	Upgrade Outershell to Black PBI MAX	43.65	785.70
FLY233Z-PLF00 4Z	18	EA	Zipper Liner Attachment	21.45	386.10

*Pricing valid for above listed quantities
Restocking fee up to 25% will apply on any non-stock merchandise
Returns within 30 days of receipt*

Custom orders are non-cancellable, non-returnable

Unless otherwise noted, pricing does not include shipping.

Orders over \$2500 paid by credit card will have a 3% processing fee applied.

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Phone: 425-821-5858
Email: Info@seawestern.com
www.seawestern.com

Subtotal	64,066.50
Tax Total - 10.1%	6,470.72
Total	\$70,537.22

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Governing Board Agenda Item

SUBJECT/TITLE: Contract Approval for FF Integrated Behavioral Health

STAFF CONTACT: DC Chuck DeSmith

SUMMARY STATEMENT:

The mental health needs of our firefighters continue to grow with increased response numbers, chronic community needs, and elevated scenes of violence. This contract approval not only provides our members with therapy and treatment, but trains them with healthy resilient behaviors for work and life enrichment.

FISCAL IMPACT:

Expenditure \$140,000

Revenue _____

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

SUMMARY OF ACTION:

We are seeking approval for the 2024 contract to begin cultural resilience training, behavioral health navigation, and technology development.

Reviewed by Legal Yes ☒ No ☐ N/A ☐

EXHIBITS:

2024 MelEos Contract and Scope of Work.

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

Motion to approve 2024 Contract for FF Integrated Behavioral Health.



AGREEMENT FOR REGIONAL INTEGRATED HEALTH CONSULTING

THIS AGREEMENT FOR REGIONAL INTEGRATED HEALTH CONSULTING (this "Agreement") is by and between Renton Regional Fire Authority ("RRFA") and MelEos Group, LLC ("Consultant"). RRFA and the Consultant are referred to collectively in this Agreement as the "Parties." Once fully executed by the Parties, this Agreement is retroactively effective as of the 1st day of March 2024.

1. Scope of Services and Term: The Consultant agrees to provide the RRFA and member Agencies with Regional Integrated Health consultation during the 2024 calendar year as specified in Exhibit A, which is attached and incorporated herein. The Scope of Services may hereinafter be referred to as the "Services."
2. Changes in Scope of Services: RRFA, without invalidating this Agreement, may order changes to the Services consisting of additions, deletions or modifications, the compensation being adjusted accordingly consistent with the rates set forth in Exhibit A or as otherwise mutually agreed by the Parties.
3. Time of Performance: The Consultant shall commence performance of the Agreement pursuant to the schedule(s) set forth in Exhibit A. All Services shall be performed by no later than December 31, 2024.
4. Compensation:
 - A. Amount: Compensation shall be paid based upon Services rendered according to the rate(s) or amounts specified in Exhibit A. The Consultant agrees that any hourly or flat rate charged by it for its Services shall remain locked at the negotiated rate(s) unless otherwise provided in Exhibit A. Except as specifically provided in this Agreement, the Consultant shall be solely responsible for the payment of any taxes imposed by any jurisdiction or authority as a result of the performance and payment of this Agreement.
 - B. Method of Payment: The Consultant shall submit a voucher or invoice in the form specified by the RRFA, including a description of Services performed. The Consultant shall also submit a final bill upon completion of all Services. Payment shall be made within thirty (30) calendar days after receipt and approval by the appropriate RRFA representative of the voucher or invoice. If the Services do not meet the requirements of this Agreement, the Consultant will correct or modify the work to comply with this Agreement. To the extent RRFA is unsatisfied with the work performed, RRFA may terminate this Agreement as outlined herein.
 - C. Non-Appropriation of Funds: If sufficient funds are not appropriated or located for payment under this Agreement for any future fiscal period, the RRFA shall not be obligated to make

payments for Services or amounts incurred after the end of the current fiscal period, and this Agreement will terminate upon the completion of all remaining Services for which funds are allocated. No penalty or expense shall accrue to the RRFA in the event this provision applies.

5. Termination:

- A. The RRFA may terminate this Agreement at any time, with or without cause by giving sixty (60) days' notice to the Consultant in writing. In the event of such termination or suspension, all finished or unfinished documents, data, studies, worksheets, models and reports, or other material prepared by the Consultant pursuant to this Agreement shall be submitted to the RRFA, if any are required as part of the Services.
- B. In the event this Agreement is terminated by the RRFA, the Consultant shall be entitled to payment up to the effective date of termination, less all payments previously made. This provision shall not prevent the RRFA from seeking any legal remedies it may have for the violation or nonperformance of any of the provisions of this Agreement. No payment shall be made by the RRFA for any expenses incurred or work done following the effective date of termination unless authorized in advance in writing by the RRFA.
- C. The Consultant reserves the right to terminate this Agreement with no less than sixty (60) days' written notice, or in the event outstanding invoices are not paid within thirty (30) days, in which case Consultant may terminate this Agreement as of the 31st day of non-payment without being in breach under this Agreement.
- D. If the Consultant is unavailable to perform the Services, the RRFA may, at its option, cancel this Agreement immediately.

6. Warranties and Right to Work Product: Consultant represents and warrants that Consultant will perform all Services identified in this Agreement in a professional manner and in accordance with all reasonable and professional standards and laws.

7. Record Maintenance: The Consultant shall maintain accounts and records, which properly reflect all direct and indirect costs expended and Services provided in the performance of this Agreement. The Consultant agrees to provide access to and copies of any records related to this Agreement as required by the RRFA to audit expenditures and charges and/or to comply with the Washington State Public Records Act (Chapter 42.56 RCW).

8. Public Records Compliance: To the full extent the RRFA determines necessary to comply with the Washington State Public Records Act, the Consultant shall make a due diligent search of all records in its possession, including, but not limited to, e-mail, correspondence, notes, saved telephone messages, recordings, photos, or drawings and provide them to the RRFA for production. In the event the Consultant believes said records need to be protected from disclosure, it shall, at the Consultant's own expense, seek judicial protection. Consultant shall indemnify, defend, and hold harmless the RRFA for all costs, including attorneys' fees, attendant to any claim or litigation related to a Public Records Act request for which the Consultant has responsive records and for which the Consultant has withheld records or information contained therein, or not provided them

to the RRFA in a timely manner. The Consultant shall produce for distribution any and all records responsive to the Public Records Act request in a timely manner, unless those records are protected by court order.

9. Independent Contractor Relationship:

- A. The Consultant is retained by the RRFA only for the purposes and to the extent set forth in this Agreement. The nature of the relationship between the Consultant and the RRFA during the period of the Services shall be that of an independent contractor, not employee. The Consultant, not the RRFA, shall have the power to control and direct the details, manner or means of Services. Specifically, but not by means of limitation, the Consultant shall have no obligation to work any particular hours or particular schedule, unless otherwise indicated in the Scope of Work or where scheduling of attendance or performance is mutually arranged due to publicized classes or activities. The Consultant shall retain the right to designate the means of performing the Services covered by this agreement, and the Consultant shall be entitled to employ other workers at such compensation and such other conditions as it may deem proper, provided, however, that any contract so made by the Consultant is to be paid by it alone, and that employing such workers, it is acting individually and not as an agent for the RRFA.
- B. The RRFA shall not be responsible for withholding or otherwise deducting federal income tax or Social Security or contributing to the State Industrial Insurance Program, or otherwise assuming the duties of an employer with respect to the Consultant or any employee of the Consultant.
- C. If the Consultant is a sole proprietorship or if this Agreement is with an individual, the Consultant agrees to notify the RRFA and complete any required form if the Consultant retired under a State of Washington retirement system and agrees to indemnify any losses the RRFA may sustain through the Consultant's failure to do so.

10. Hold Harmless: Each Party agrees to release, indemnify, defend, and hold harmless the other Party, its agents, attorneys, elected officials, employees, insurers, officers, representatives, and volunteers from any and all claims, demands, actions, suits, causes of action, arbitrations, mediations, proceedings, judgments, awards, injuries, damages, liabilities, taxes, losses, fines, fees, penalties expenses, attorney's or attorneys' fees, costs, and/or litigation expenses to or by any and all persons or entities, including, without limitation, their respective agents, licensees, or representatives, arising from, resulting from, or in connection with this Agreement or the acts, errors or omissions of a Party in performance of this Agreement, except for that portion of the claims caused by a Party's negligence.

Should a court of competent jurisdiction determine that this agreement is subject to RCW 4.24.115, (validity of agreement to indemnify against liability for negligence relative to construction, alteration, improvement, etc., of structure or improvement attached to real estate...) then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the RRFA,

its officers, officials, employees and volunteers, the Consultant's liability shall be only to the extent of the Consultant's negligence.

It is further specifically and expressly understood that the indemnification provided in this Agreement constitute Consultant's waiver of immunity under the Industrial Insurance Act, RCW Title 52, solely for the purposes of this indemnification. The Parties have mutually negotiated and agreed to this waiver. The provisions of this section shall survive the expiration or termination of this Agreement.

11. Gifts and Conflicts: The RRFA's Code of Ethics and Washington State law prohibit RRFA members from soliciting, accepting, or receiving any gift, gratuity or favor from any person, firm or corporation involved in a contract or transaction. To ensure compliance with the RRFA's Code of Ethics and state law, the Consultant shall not give a gift of any kind to RRFA employees or officials. The Consultant also confirms that the Consultant does not have a business interest or a close family relationship with any RRFA Executive team member or employee who was, is, or will be involved in selecting the Consultant, negotiating or administering this Agreement, or evaluating the Consultant's performance of the Services.
12. Insurance: The Consultant shall secure and maintain:
 - A. Commercial general liability insurance in the minimum amounts of \$1,000,000 for each occurrence/\$2,000,000 aggregate for the Term of this Agreement.
 - B. Consultant shall name the RRFA as an Additional Insured on its commercial general liability policy on a non-contributory primary basis. The RRFA's insurance policies shall not be a source for payment of any Consultant liability, nor shall the maintenance of any insurance required by this Agreement be construed to limit the liability of the Consultant to the coverage provided by such insurance or otherwise limit the RRFA's recourse to any remedy available at law or in equity.
 - C. Subject to the RRFA's review and acceptance, a certificate of insurance showing the proper endorsements, shall be delivered to the RRFA before performing the Services.
 - D. Consultant shall provide the RRFA with written notice of any policy cancellation, within two (2) business days of their receipt of such notice.
13. Delays: The Consultant is not responsible for delays caused by factors beyond the Consultant's reasonable control. When such delays beyond the Consultant's reasonable control occur, the RRFA agrees the Consultant is not responsible for damages, nor shall the Consultant be deemed to be in default of the Agreement.
14. Successors and Assigns: Neither the RRFA nor the Consultant shall assign, transfer or encumber any rights, duties or interests accruing from this Agreement without the written consent of the other.
15. Notices: Any notice required under this Agreement will be in writing, addressed to the appropriate party at the address which appears below (as modified in writing from time to time by such party),

and given personally, by registered or certified mail, return receipt requested, by facsimile or by nationally recognized overnight courier service. Time period for notices shall be deemed to have commenced upon the date of receipt, EXCEPT fax delivery will be deemed to have commenced on the first business day following transmission.

Renton Regional Fire Authority
18002 108th Ave SE
Renton, WA 98055
Phone: (425) 276-9500
Fax: (425) 276-9595

MelEos Group, LLC
440 W. Colfax Street Suite 7
Palatine, IL 60067

16. Discrimination Prohibited: Except to the extent permitted by a bona fide occupational qualification, the Consultant agrees as follows:
- A. The Consultant, and Consultant's agents, employees, representatives, and volunteers with regard to the Services performed or to be performed under this Agreement, shall not discriminate on the basis of race, color, sex, religion, nationality, creed, marital status, sexual orientation or preference, age (except minimum age and retirement provisions), honorably discharged veteran or military status, or the presence of any sensory, mental or physical handicap, unless based upon a bona fide occupational qualification in relationship to hiring and employment, in employment or application for employment, the administration of the delivery of Services or any other benefits under this Agreement, or procurement of materials or supplies.
 - B. The Consultant will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, creed, color, national origin, sex, age, sexual orientation, physical, sensory or mental handicaps, or marital status. Such action shall include, but not be limited to the following: employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training.
 - C. If the Consultant fails to comply with any of this Agreement's non-discrimination provisions, the RRFA shall have the right, at its option, to cancel the Agreement in whole or in part.
 - D. The Consultant is responsible to be aware of and in compliance with all federal, state and local laws and regulations that may affect the satisfactory completion of the project, which includes but is not limited to fair labor laws and worker's compensation.
17. Independent Consultant: The Consultant's employees, while engaged in the performance of any of the Consultant's Services under this Agreement, shall be considered employees of the Consultant and not employees, agents, representatives of the RRFA and as a result, shall not be entitled to any coverage or benefits from the RRFA. The Consultant's relation to the RRFA shall be at all times as an independent consultant. Any and all Workman's Compensation Act claims on behalf of Consultant employees, and any and all claims made by a third-party as a consequence of any negligent act or omission on the part of the Consultant's employees, while engaged in Services provided to be rendered under this Agreement, shall be solely the Consultant's obligation and responsibility.
18. Miscellaneous: The Parties hereby acknowledge:
- A. The Consultant will not be reimbursed for job-related expenses.

- B. This is a non-exclusive agreement and Consultant is free to provide his/her Services to other entities, so long as there is no interruption or interference with the provision of Services called for in this Agreement.
- C. The Consultant is responsible for his/her own insurance, including, but not limited to health insurance.

19. Other Provisions:

- A. **Approval Authority:** Each individual executing this Agreement on behalf of the RRFA and Consultant represents and warrants that such individuals are duly authorized to execute and deliver this Agreement on behalf of the RRFA or Consultant.
- B. **General Administration and Management:** The RRFA's contract manager is the Deputy Chief of EMS/Safety. In providing Services, the Consultant shall coordinate with the contract manager or his/her designee.
- C. **Amendment and Modification:** This Agreement may be amended only by an instrument in writing, duly executed by both Parties.
- D. **Conflicts:** In the event of any inconsistencies between Consultant proposals and this Agreement, the terms of this Agreement shall prevail. Any exhibits/attachments to this Agreement are incorporated by reference only to the extent of the purpose for which they are referenced within this Agreement. To the extent a Consultant-prepared exhibit conflicts with the terms in the body of this Agreement or contains terms that are extraneous to the purpose for which it is referenced, the terms in the body of this Agreement shall prevail and the extraneous terms shall not be incorporated herein.
- E. **Governing Law:** This Agreement shall be made in and shall be governed by and interpreted in accordance with the laws of the State of Washington and the policies of the RRFA. The Consultant and all of the Consultant's employees shall perform the Services in accordance with all applicable federal, state, county and city laws, codes and ordinances.
- F. **Joint Drafting Effort:** This Agreement shall be considered for all purposes as prepared by the joint efforts of the Parties and shall not be construed against one (1) party or the other as a result of the preparation, substitution, submission or other event of negotiation, drafting or execution.
- G. **Jurisdiction and Venue:** Any lawsuit or legal action brought by any party to enforce or interpret this Agreement or any of its terms or covenants shall be brought in the King County Superior Court for the State of Washington at the Maleng Regional Justice Center in Kent, King County, Washington, or its replacement or successor.
- H. **Severability:** A court of competent jurisdiction's determination that any provision or part of this Agreement is illegal or unenforceable shall not cancel or invalidate the remainder of this Agreement, which shall remain in full force and effect.

- I. **Sole and Entire Agreement:** This Agreement contains the entire agreement of the Parties and any representations or understandings, whether oral or written, not incorporated are excluded.
- J. **Time is of the Essence:** Time is of the essence of this Agreement and each and all of its provisions in which performance is a factor. Adherence to completion dates set forth in the description of the Services is essential to the Consultant's performance of this Agreement. Any notices required to be given by the Parties shall be delivered at the addresses set forth at the beginning of this Agreement.
- K. **Third-Party Beneficiaries:** Nothing in this Agreement is intended to, nor shall be construed to give any rights or benefits in the Agreement to anyone other than the Parties, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the Parties and no one else.
- L. **Assigns and Successors:** The Parties each bind themselves, their partners, successors, assigns, and legal representatives to the other party to this Agreement, and to the partners, successors, assigns, and legal representatives of such other party with respect to all covenants of the Agreement.
- M. **Waivers:** All waivers shall be in writing and signed by the waiving party. Either party's failure to enforce any provision of this Agreement shall not be a waiver and shall not prevent either the RRFA or Consultant from enforcing that provision or any other provision of this Agreement in the future. Waiver of breach of any provision of this Agreement shall not be deemed to be a waiver of any prior or subsequent breach unless it is expressly waived in writing.
- N. **Counterparts:** The Parties may execute this Agreement in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement.

IN WITNESS WHEREOF, the Parties have voluntarily entered into this Agreement as of the date last signed by the Parties below.

RENTON REGIONAL FIRE AUTHORITY

MelEos Group, LLC

Steven C. Heitman, Fire Chief

Kalli Ortega, its Manager

Date

Date

Attorney attest as to legal form

EXHIBIT A

Scope of Work

This Scope of Work ("SOW") is issued pursuant to the Consulting Agreement ("Agreement") between Renton Regional Fire Authority ("RRFA") and Kalli Ortega of MeEos Group, LLC ("Consultant"). This SOW is subject to the terms and conditions contained in the Agreement between the parties and is made a part thereof.

This scope of work outlines a strategic approach to building upon RRFA's existing strengths, addressing identified needs, supporting 2024 initiatives, and positioning the department for continued success in promoting health, wellness, and cultural resilience.

RRFA 2024 Initiatives:

1. Cultural & Organizational Resilience:

- *Expand the Health & Wellness Committee: Broaden the committee's scope to encompass all 8 Dimensions of Wellbeing with a resilience focus.*
- *Leadership and Peer Support Training: Design and deliver training modules on ethical leadership, DEIB, accountability, trust building, and mutual respect.*

2. Behavioral Health & Resource Navigation:

- *RRFA Therapists Integration: Formalize the integration of vetted therapists within the RRFA framework.*
- *Behavioral Health Programs: Establish and enhance intervention programs and facilities.*
- *Education & Workshops: Conduct quarterly mental health workshops for continuous education.*

3. Technology Platform Development:

- *Develop a comprehensive platform to operationalize peer support and crisis intervention, integrating clinical resources and interventions.*

Scope:

- **Consultation and Program Design:** Establish and facilitate a RRFA Resilience Team. Create tailored cultural resilience model, incorporating insights from 2023 work accomplishments and ensuring alignment with RRFA 2024 initiatives. Continued assistance with funding, grant submissions, and university partnerships.
- **Technology Solutions:** Design technology platform that operationalizes the RRFA cultural resilience and peer support model, integrating crisis intervention and clinical resources.
- **Training and Workshops:** Determine, develop, facilitate and/or deliver a series of workshops and training sessions for RRFA personnel, focusing on building individual and cultural resilience, ethical leadership, and mental health awareness. Implement trust-building exercises and transparent communication training to fortify internal relationships.
- **Evaluation and Feedback Mechanisms:** Define specific KPIs for resilience and behavioral health improvements. Implement tools for ongoing assessment and feedback to ensure programs are effective and meet the evolving needs of RRFA personnel.
- **Sustainability Planning:** Outline a long-term strategy for the continuation and adaptation of initiatives beyond 2024.

Team Composition: The consulting team will comprise experts in systems design, behavioral health, organizational psychology, technology development, program management, and fire service culture.

Deliverables:

- **Behavioral Health Integration**
 - ✓ Therapist Onboarding (Vetting, integration into the program)
 - ✓ Vetted Facility & Program Directory
- **Consulting and Continuous Evaluation Feedback**
 - ✓ Station Visits
 - ✓ Cultural and Organizational Assessments
- **Training and Workshops:**
 - ✓ Peer Support Lead Personal Development (strategies that can be replicated and brought by them to their Peer Support Teams)
 - ✓ Quarterly Peer Support Team Workshop
 - ✓ Mental Health Education

Expected Outcomes:

- Enhanced organizational resilience and cultural fitness.
- Improved access to behavioral health resources and support.
- Strengthened and sustainable support for RRFA peer support team.
- A unified approach to addressing and preventing maladaptive behaviors.
- A foundation for long-term organizational wellbeing.

Timeline: January 2024 - December 2024

Budget:

March 2024	\$14,000	August 2024	\$14,000
April 2024	\$14,000	September 2024	\$14,000
May 2024	\$14,000	October 2024	\$14,000
June 2024	\$14,000	November 2024	\$14,000
July 2024	\$14,000	December 2024	\$14,000

Total Budget: \$140,000

****Technology Platform:***

- *Platform proposal, including features, functions, and implementation plan.*
- *Funding research and outreach*

Technology Budget: TBD