



Renton Regional Fire Authority
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Renton, WA 98055
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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.

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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.

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A **MOTION** was made by Board Vice Chair Alberson and **SECONDED** by Board Member McIrvin 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 McIrvin 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:

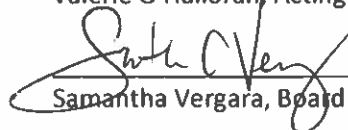
- Monday, February 26, 2024, 10:30 a.m., Governance Board Special Meeting, Fire Benefit Charge Hearing, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference
- Monday, March 11, 2024, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference

ADJOURNMENT

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



Valerie O'Halloran, Acting Board Chair



Samantha Vergara, Board Secretary