



RFA GOVERNANCE BOARD REGULAR MEETING AGENDA

10:00 A.M. – Monday, June 10, 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+
 - Minutes Matter Award presented to Kyle Dougherty and Alexa Coyle
- 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 May 13, 2024](#), Regular Meeting
 - Approval of [Vouchers](#): AP Check Register 4/16/2024 – 5/15/2024
Payroll Checklist 4/1/2024 – 4/30/2024
- 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).
 - Community CPR

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- Peer Support Team update
- [DUI/Distracted Driver Event at Hazen High School](#)
- [Stork Pins](#) for baby deliveries
- Office of the Fire Marshal (Fire Marshal Barton)
 - [OFM Monthly Report](#)
- Support Services (Deputy Chief Alexander)
- Response Operations (Deputy Chief Seaver)
 - Significant Events
 - 5/6/2024 500 Park Ave N Commercial Fire
 - 5/11/2024 2431 Maple Valley Hwy MVA w/Injuries
 - 5/12/2024 1201 Lake Washington Blvd Drowning Incident
 - 5/14/2024 230 Rainier Ave S Shooting Incident
 - 5/16/2024 780 Logan Ave N Shooting Incident
 - 5/18/2024 111 Airport Way Shooting Incident
 - 5/24/2024 8438 S 121st St Residential Fire
 - 5/25/2024 13824 169th Ave SE Residential Fire
 - Training
 - Trench Ops
 - Watercraft Handling
 - Truck Academy
 - Multi-Company Operations
 - Live Fire
 - Wildland
 - Public Outreach
 - North Seattle Community College Ride-Alongs
 - Fire Drill @ Briarwood
 - Engine Visits
 - Home Depot
 - St. Matthews Church
 - Renton Community BBQ
 - King of Kings Preschool
 - Meadow Crest Early Learning Center
 - Bezos Academy
 - Ridgewood Elementary
 - Benson Hill Elementary
 - Station Tour @ 13
 - Nurses Week Parade at Valley Medical Center
 - Fairwood Farmers Market
 - [May Response Reports](#)
- Correspondence

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- Unfinished Business
- New Business
- Good of the Order
- Executive Session
- Future Meetings:
 - Monday, June 24, 2024, 10:00 a.m., Budget/Finance Committee Meeting, Video Conference
 - Monday, June 24, 2024, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
 - Monday, July 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, May 13, 2024

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

CALL TO ORDER

Governance Board Chair Abercrombie called the regular meeting to order at 10:01 a.m.

ROLL CALL

Governance Board Members Present:

Kerry Abercrombie, Chair (Fire District 25)

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)

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

Administrative Staff Present:

Fire Chief Steve Heitman, Chief Administration Officer Samantha Babich, Deputy Chief Chuck DeSmith, Fire Marshal Anjela Barton, Deputy Chief Mark Seaver, Deputy Chief Dan Alexander, Communications Manager Katie Lewis, Site Reliability Engineer Wyatt Humphreys, Board Secretary Samantha Vergara, and RFA Attorney Brian Snure.

Public Present:

Ray Barilleaux, Myron Lucas, Shelley Lucas, Kelsey Lucas

AGENDA MODIFICATIONS

Chief Heitman requested to move the promotional ceremony before the presentation of the proclamation.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Chief Heitman and DC Seaver presented the promotion of Firefighter Tanner Lucas to Engineer.

Board Chair Abercrombie presented the proclamation for Emergency Medical Services Week, proclaiming it for the week of May 19 to 25, 2024.

A **MOTION** was made by Board Member O’Halloran and **SECONDED** by Board Member Alberson to adopt the proclamation as read. **MOTION CARRIED (6-0)**

PUBLIC COMMENT

There was no public comment.

GOVERNANCE BOARD REGULAR MEETING MINUTES

May 13, 2024

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CONSENT AGENDA

Approval of minutes from the April 8, 2024, regular meeting, the April 22, 2024, special meeting and approval of vouchers.

A **MOTION** was made by Board Member Alberson and **SECONDED** by Board Member Morrell to approve the consent agenda for May 13, 2024. **MOTION CARRIED (6-0)**

SIGNING OF VOUCHERS

The Governance Board Members signed the Voucher Approval letter for May 13, 2024.

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Heitman presented his report.

At the conclusion of the presentation, Board Chair Abercrombie congratulated the finance team on their recent award. He also recognized the Renton RFA Executive Team for their time and effort throughout the accreditation process.

DIVISION REPORTS

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

After DC DeSmith presented his report, Board Member Alberson commented on the recent water rescue event that included the threat of violence on scene, asking how often this has become an issue during rescue operations. DC DeSmith responded, noting our training addresses this concern.

Once DC Seaver presented his report, Board Member Alberson inquired about a recent significant fire incident at an abandoned building. Fire Marshal Barton responded, giving an update and sharing findings.

Board Chair Abercrombie inquired about the water rescue event on Mill Avenue S. DC Seaver responded.

CORRESPONDENCE

Chief Heitman shared a letter of appreciation from the King County EMS Division regarding the Future Women in EMS and Fire Workshop.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

GOOD OF THE ORDER

There was no good of the order.

Professionalism • Integrity • Leadership • Loyalty • Accountability • Respect

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GOVERNANCE BOARD REGULAR MEETING MINUTES

May 13, 2024

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EXECUTIVE SESSION

There was no executive session.

FUTURE MEETINGS

- Reminder: May 27, 2024, Budget/Finance & Operations/Capital Committee Meetings are canceled, in observance of Memorial Day
- Monday, June 10, 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 10:45 a.m.

Kerry Abercrombie, Board Chair

Samantha Vergara, Board Secretary

VOUCHER APPROVAL FOR JUNE 10, 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 \$2,736,822.72, payroll vouchers and direct deposits totaling \$1,531,779.07.

A/P VOUCHERS	Payment Date	Numbers	Amount
Virtual Pay	04/16/2024 - 05/15/2024	APA002993-APA003085	\$1,093,305.17
Checks	04/16/2024 - 05/15/2024	13718-13732	\$15,109.42
EFTs	04/16/2024 - 05/15/2024	-	\$405,298.14
Bank Drafts	04/16/2024 - 05/15/2024	-	\$1,223,109.99
AR Refund Checks	04/16/2024 - 05/15/2024	-	\$0.00
TOTAL A/P			\$2,736,822.72
PAYROLL VOUCHERS		No. of Vouchers	Amount
Direct Deposits	4/25/2024	180	\$702,472.10
Payroll Checks	4/25/2024	1	\$0.00
Direct Deposits	5/10/2024	182	\$829,306.97
Payroll Checks	5/10/2024	5	\$0.00
TOTAL PAYROLL		368	\$1,531,779.07
TOTAL CLAIMS			\$4,268,601.79

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



RENTON REGIONAL FIRE AUTHORITY

M E M O R A N D U M

DATE: June 10, 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. Promotions/Retirements

We will be conducting "Rule of Three" interviews on June 10th to determine promotions that will be effective July 1, 2024, due to retirements.

Craig Soucy has informed us that he will be retiring on June 21st after 30 years of service. BC Soucy has shown an incredible amount of dedication to Renton Fire, volunteering to be the RFA's TeleStaff liaison, leading the coordination for the firefighter bidding process each year, and offering to Emcee wherever needed at events, all while remaining professional and humble. His last shift is on June 17th, and he takes with him a wealth of knowledge. He will truly be missed.

2. 2023-24 SFD Executive Leadership Academy

Since 2009, the Center for Leadership and Strategic Thinking (CLST) has worked to provide leadership development academies for supervisors, managers, and executives in a variety of different industries, including healthcare and veteran services. Participants attend training sessions, complete web-based development assessments, and receive one-on-one coaching to receive a leadership certificate of completion from the University of Washington's Center for Leadership and Strategic Thinking. A commencement ceremony was held on May 31st to graduate this year's cohort. Please join me in congratulating Captain Luke Alvarado and Finance Manager LaQuanza Flowers on their completion of the SFD Executive Leadership Academy.

3. Washington Fire Chiefs

I was officially elected to the position of Vice President for the Washington Fire Chiefs (WFC) on May 15th. I will serve in this capacity until May 2025 and will have the opportunity to step up to the role of President at that time.



DC Seaver, DC DeSmith, DC Alexander and I attended the 2024 WFC Annual Conference the week of May 20th in the Tri-Cities area. We received valuable information about battery energy storage systems, procurement updates, and community preparedness, among many other topics. Renton RFA is leading the way with firefighter well-being and peer support efforts, and DC DeSmith was asked to lead one of the breakout sessions during the conference to highlight a chief officer's role in those initiatives and share best practices.

4. MDA Fill the Boot Drive Update

In the spirit of community service and solidarity, the Muscular Dystrophy Association's Fill the Boot drive stands as a beacon of hope and support for families affected by muscular dystrophy and related neuromuscular diseases. This venerable campaign invites firefighters across the nation to take to the streets, boots in hand, to collect donations from the public. The funds raised help advance research, promote health and wellness programs, and provide comprehensive support services for those living with these challenging conditions. This year, Renton firefighters raised \$3,350 in support of this initiative.



5. Recruit Class #18 Graduation

The Firefighter Training Academy Recruit Class 18 Graduation on Monday, July 1, 2024, at 1800. The graduation ceremony will be live streamed on the South King County Fire Training Consortium Facebook page.

6. Hiring Update

We conducted Chief's interviews for 55 candidates the week of May 13-16. I have made 10 conditional offers of employment, and all have been accepted. These employees will start on August 12th with Renton RFA with an academy start date of August 26th. This round of hiring will allow us to start staffing for A311 on a 24-hour basis.

7. Strategic Planning Process

We had an on-site team the week of May 28-31 to draft a new strategic plan. On the first day, 11 members of the community who responded to our call for participants, were part of the process and their feedback was incorporated into our plan. A total of 21 RRFA members were involved in the process, where our vision, mission, and values were part of the review process. In addition, we developed 5 goals with objectives that will be used to guide the RRFA over the next 5 years. This plan is a living document, so it will be reevaluated each year to make sure we are still going in the right direction and will also tie into our annual compliance reports (ACRs) as part of our ongoing accreditation process.



June 6th Distracted Driving Drill at Hazen High School

Demonstration of an accident scene caused by distracted driving and depicting injured victims.





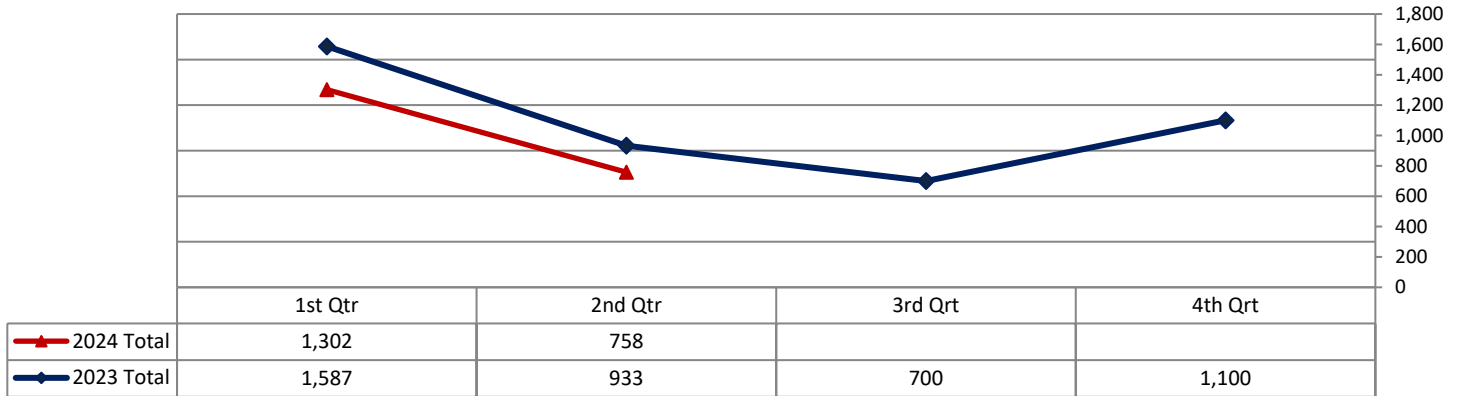
Office of the Fire Marshal 2024 Monthly Report

June 2024

Inspections

Staff have completed 2,060 inspections (business, multi-family, IFC permit, special, complaint & re-inspections) year to date.

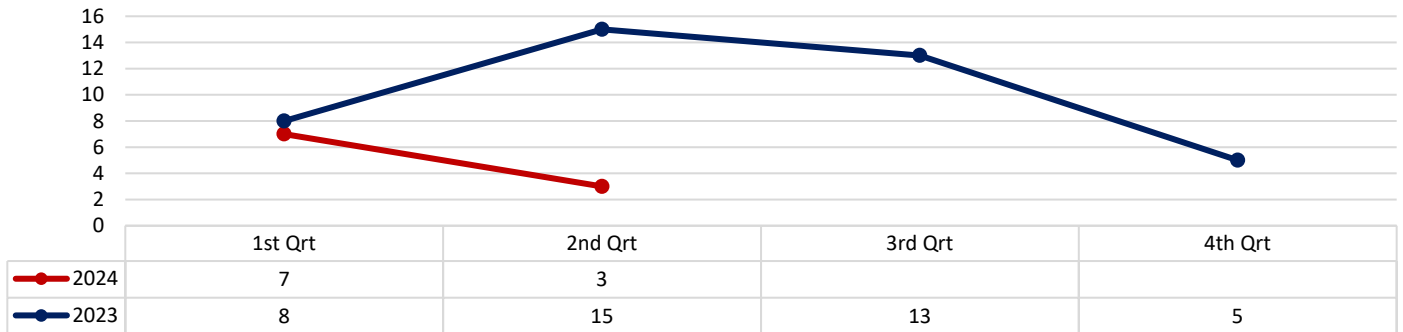
Inspections Completed by Quarter - Comparative to 2023



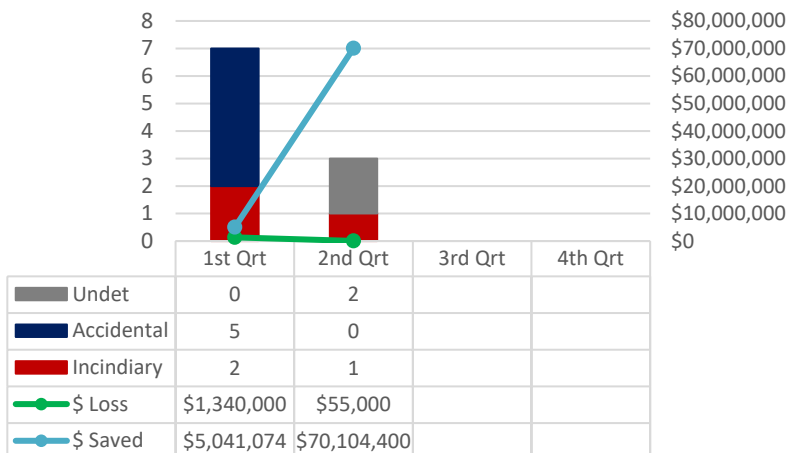
Fire Investigations

Staff investigated 1 fire in May. Total dollar loss for the year is estimated at \$1.4 million, and an estimated \$75 million in saved property.

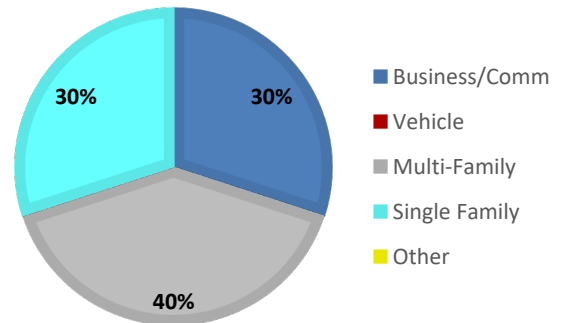
Fire Investigations by Quarter - Comparative to 2023



FIRE CAUSE AND LOSS ESTIMATE



PROPERTY TYPE OF INVESTIGATED FIRES

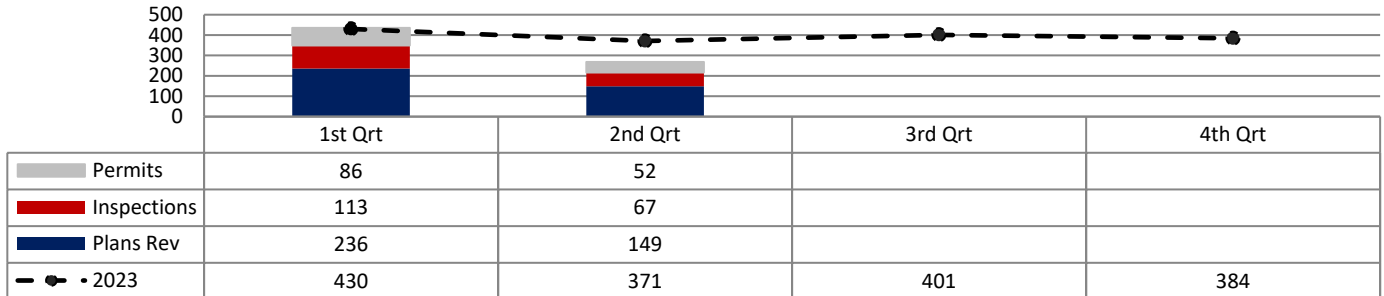


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Plans Review, Construction Inspections & Permits

Staff have completed 385 plans reviews, 180 construction inspections, and issued 138 fire systems and/or fire construction permits year to date.

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



Project Highlights: Plans reviewed for the replacement of Renton HS with a new 367,433 sq ft building.

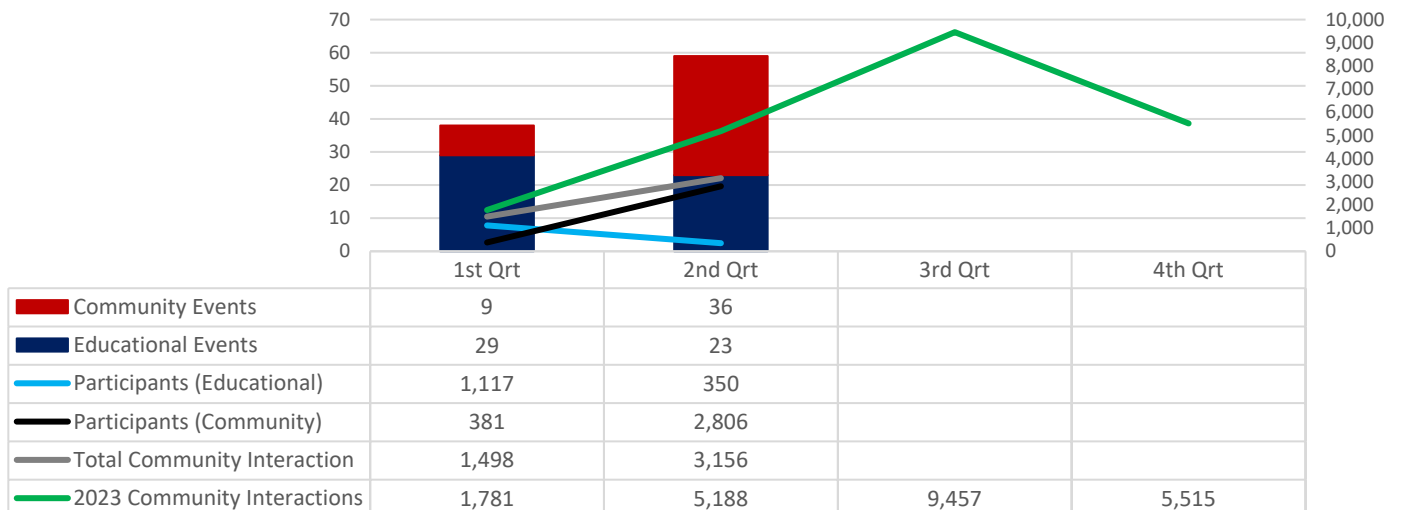
Public Education / Community Outreach Highlights

The Department participated in 8 educational events, reaching 130 attendees and an additional 25 community events, reaching 2,332 attendees in May.



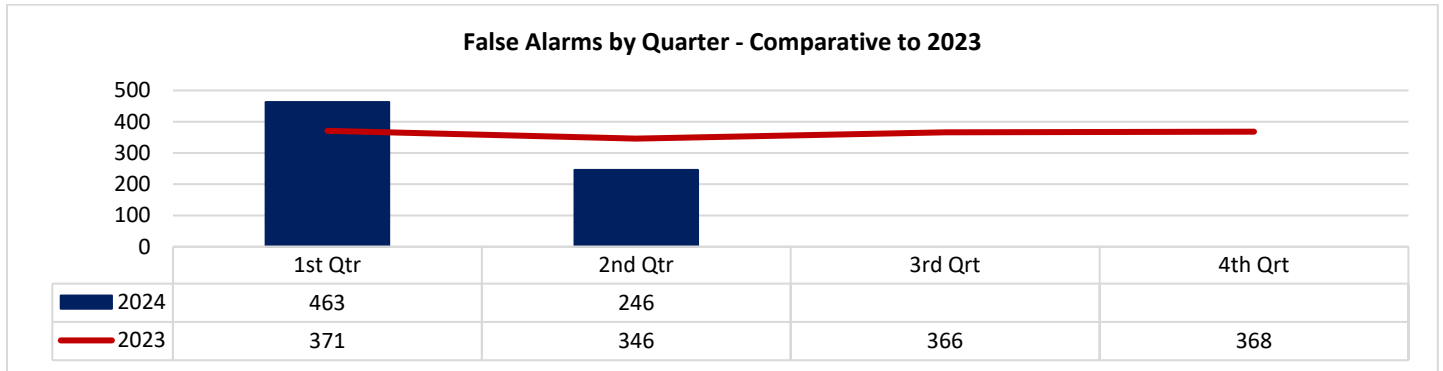
- E312 attended the Kids Workshop at Home Depot where they discussed home fire safety with over 200 attendees.
- E317 attended the Renton Neighborhood Picnic at Earlington Park and interacted with over 250 community members
- E316 participated in the fire drill at Briarwood Elementary School with over 600 students participating.
- Fire Marshal's Office staff staffed a booth at the Cinco De Mayo Community Event and provided fire safety information to over 50 attendees.
- Our public educator attended St. Anthony's School Read-A-Thon, reading a fire safety book to 50 attendees.

PUBLIC EDUCATION & COMMUNITY OUTREACH



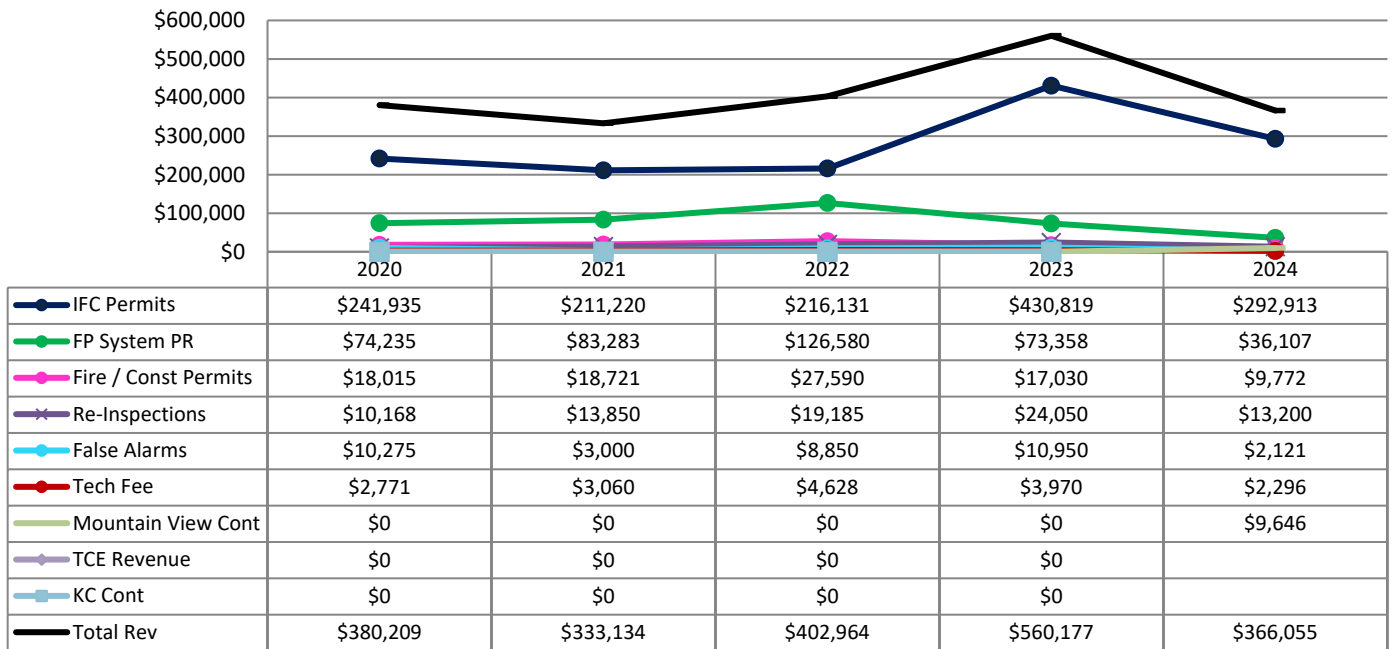
False Alarms

The Department has responded to 709 false alarms year to date.



Revenue \$366,055 in Fire Marshal revenues have been collected year to date.

OFM Revenue by Year (2020-Present)



Monthly Overview

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

RRFA Station Area	First Due Incident Counts	Incidents in RRFA Area	Station Reliability
▲ 11	351	379	92.61%
12	254	281	90.39%
13	358	394	90.86%
14	89	101	88.12%
15	89	103	86.41%
16	129	153	84.31%
17	185	202	91.58%
Total	1455	1613	90.20%

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

Incident Type Group	11	12	13	14	15	16	17	Total
▲ 100 - Fire	22	12	12	7	8	6	3	36
300 - Rescue & EMS	308	251	351	86	88	121	188	1319
400 - Hazardous Condition	9	3	7	6	1	4	1	26
500 - Service Call	13	12	11	5	1	11	4	54
600 - Good Intent Call	31	17	25	14	7	10	10	99
700 - False Alarm	35	26	25	23	17	11	8	129
900 - Special Incident	1							1
Total	419	321	431	141	122	163	214	1664

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

Unit/Station	Response Counts
▲ 11	493
A311	176
E311	220
L311	97
12	378
A312	195
B312	38
CAR312	18
DIV312	2
E312	125
13	488
A313	260
B313	34
E313	194
14	148
E314	141
E414	1
HM314	6
15	127
E315	127
16	171
E316	171
17	234
A317	153
BR317	2
E317	79
Total	2039

1 Incident can have multiple responses.

- Ex. A car crash (1 incident) might require 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

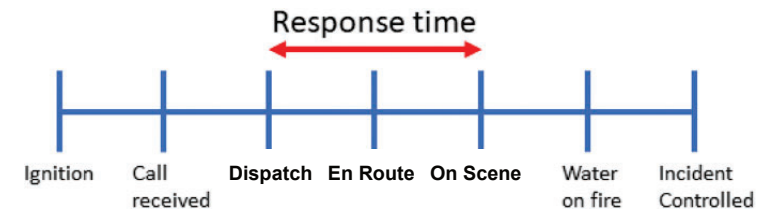
Station / Unit	Avg Turnout Time	Avg Travel Time	Avg Response Time	90th Percentile Turnout Time	90th Percentile Travel Time	90th Percentile Response Time
11	00:01:27	00:03:34	00:05:01	00:02:23	00:06:09	00:08:32
Aid Unit	00:01:25	00:03:40	00:05:06	00:02:14	00:06:33	00:08:48
Engine	00:01:39	00:03:22	00:05:01	00:02:32	00:05:37	00:08:09
Ladder Truck	00:01:06	00:03:40	00:04:47	00:02:29	00:06:38	00:09:07
12	00:01:29	00:03:25	00:04:55	00:02:19	00:05:17	00:07:36
Aid Unit	00:01:31	00:03:34	00:05:05	00:02:22	00:05:18	00:07:40
Engine	00:01:24	00:02:59	00:04:24	00:02:09	00:04:53	00:07:03
13	00:01:22	00:04:31	00:05:54	00:02:31	00:07:05	00:09:36
Aid Unit	00:01:29	00:04:38	00:06:08	00:02:31	00:07:15	00:09:47
Engine	00:01:11	00:04:17	00:05:28	00:02:23	00:06:53	00:09:16
14	00:01:47	00:03:46	00:05:33	00:02:51	00:05:15	00:08:06
Engine	00:01:47	00:03:46	00:05:33	00:02:51	00:05:15	00:08:06
15	00:01:38	00:04:40	00:06:19	00:02:34	00:06:55	00:09:29
Engine	00:01:38	00:04:40	00:06:19	00:02:34	00:06:55	00:09:29
16	00:01:55	00:04:18	00:06:14	00:02:55	00:06:09	00:09:04
Engine	00:01:55	00:04:18	00:06:14	00:02:55	00:06:09	00:09:04
17	00:01:33	00:04:32	00:06:06	00:02:27	00:06:30	00:08:57
Aid Unit	00:01:30	00:04:42	00:06:12	00:02:23	00:06:31	00:08:54
Engine	00:01:43	00:03:56	00:05:40	00:02:32	00:06:25	00:08:57
Total	00:01:31	00:04:03	00:05:34	00:02:31	00:06:25	00:08:56

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	March	April	May	Total
11	447	354	412	347	379	1939
12	376	283	271	274	281	1485
13	434	329	370	352	394	1879
14	106	82	91	93	101	473
15	133	111	125	100	103	572
16	155	115	145	114	153	682
17	250	171	200	173	202	996
Total	1901	1445	1614	1453	1613	8026

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

Incident Type Group	January	February	March	April	May	Total
100 - Fire	22	23	30	26	36	137
200 - Overpressure Rupture, Explosion, Overheat	3	2		1		6
300 - Rescue & EMS	1390	1212	1327	1229	1319	6477
400 - Hazardous Condition	26	19	39	17	26	127
500 - Service Call	185	49	43	43	58	378
600 - Good Intent Call	117	94	135	90	102	538
700 - False Alarm	240	114	129	134	129	746
800 - Severe Weather & Natural Disaster	1	1				2
900 - Special Incident	1				1	2
Total	1985	1514	1703	1540	1671	8413

Responses Breakdown by Apparatus

Apparatus Station	January	February	March	April	May	Total
11	588	486	542	453	493	2562
A311	170	142	162	153	176	803
E311	283	227	263	214	220	1207
L311	135	117	117	86	97	552
12	456	369	357	351	378	1911
A312	226	187	171	176	195	955
B312	29	27	34	27	38	155
CAR312	22	18	24	20	18	102
DIV312		2	3	1	2	8
E312	179	135	125	127	125	691
13	490	411	463	425	488	2277
A313	252	216	247	234	260	1209
B313	33	42	32	22	34	163
E313	204	153	184	165	194	900
E413	1			4		5
14	161	104	146	126	148	685
E314	138	95	129	119	141	622
E414					1	1
HM314	23	9	17	7	6	62
15	156	124	137	114	127	658
E315	156	124	137	114	127	658
16	197	120	156	133	171	777
BR316	4			3		7
E316	178	120	156	130	171	755
E416	15					15
17	310	214	229	210	234	1197
A317	173	147	143	124	153	740
BR317				1	2	3
E317	137	67	86	85	79	454
Total	2358	1828	2030	1812	2039	10067