



RFA GOVERNANCE BOARD REGULAR MEETING AGENDA

10:00 A.M. – Monday, August 12, 2024

Fire Station #14, 1900 Lind Ave SW, Renton, WA 98057

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
 - Promotion for Lieutenant
 - Presentation for Unit Citation
 - Presentations for Letter of Commendation
 - CPSE: Center for Public Safety Excellence
- 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 July 8, 2024](#), Regular Meeting
 - Approval of [Vouchers](#): AP Check Register 6/16/2024 – 7/15/2024
Payroll Checklist 6/1/2024 – 6/30/2024
- Signing of Vouchers
- Board Committee Reports
 - Budget & Finance Committee
 - Operations and Capital Committee
- [Chief's Report](#)
- Division Reports

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- Administration (CAO Babich)
 - [Quarterly Financial Report \(Q2\)](#)
- EMS/Health & Safety (Deputy Chief DeSmith)
 - Community CPR Event at ShoWare Center
 - [EMS Grants in 2024](#)
 - [CPR Reunification at the Emergency Feeding Program in Renton](#)
- Office of the Fire Marshal (Fire Marshal Barton)
 - [OFM Monthly Report](#)
- Support Services (Deputy Chief Alexander)
- Response Operations (Deputy Chief Seaver)
 - Significant Events
 - 7/5/2024 2815 NE Sunset Blvd Comm Vehicle Fire
 - 7/9/2024 1201 Lake Washington Blvd Drowning Incident
 - 7/11/2024 5301 Talbot Rd S Stabbing Incident
 - 7/11/2024 1111 S Carr Rd Brush Fire
 - 7/12/2024 Talbot Rd S/S Puget Dr Rescue/EMS Incident
 - 7/12/2024 11203 SE 162nd St Shooting Incident
 - Training
 - Landing Zone Operations
 - Incident Command
 - Fire Ground Tactics 101
 - Rescue Swimmer
 - Public Outreach
 - Skyfire Ridge Neighborhood Parade
 - Engine Visits:
 - Fairwood Farmers Market
 - Children's Village Daycare
 - Renton River Days
 - Sonshine Learning Center
 - Station Tours: 12, 13
 - Ride-Alongs
 - [July Response Reports](#)
- Correspondence
 - [Thank You Letter to A317](#)
- Unfinished Business
- New Business
 - [November 2024 Regular Governance Board Meeting](#)
 - [Establish Public Hearing Dates \(for Property Tax Levy/FBC\), Budget Calendar](#)
 - [Meraki License and Support Agreement](#)

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- [2025-2029 Strategic Plan](#)
 - [KCFD40 Resolution No. 587](#)
- Good of the Order
- Executive Session
- Future Meetings:
 - Monday, August 26, 2024, 10:00 a.m., Budget/Finance Committee Meeting, Video Conference
 - Monday, August 26, 2024, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
 - Monday, September 9, 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, July 8, 2024

Fire Station #14 – 1900 Lind Ave SW, 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)
Valerie O'Halloran (City of Renton)
Ryan McIrvine (City of Renton)
Andrew Schneider (Non-Voting Advisory Position, Fire District 40)

Governance Board Members Not Present:

Marcus Morrell (Fire District 25)

Administrative Staff Present:

Fire Chief Steve Heitman, Chief Administration Officer Samantha Babich, Fire Marshal Anjela Barton, Deputy Chief Mark Seaver, Communications Manager Katie Lewis, Site Reliability Engineer Wyatt Humphreys, Fleet Manager Brice Callaway, SR HR Generalist Vennessa Medford, Board Secretary Samantha Vergara, and RFA Attorney Brian Snure.

Public Present In-Person:

John Dunley, Lori Dunley, Penny Wasem, Wes Wasem, Morgan Wasem, Maddy Wasem, Weston Wasem, Jeanna Morgan, Kanon Morgan, Karter Morgan, Mary Morgan, Kent Morgan, Shirley Wickstrom

Public Present Online:

Laza Dietz, D Yun, Landon Wasem, Cliff Anderson, Jim and Janell (last name unknown)

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

AGENDA MODIFICATIONS

There were no agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Chief Heitman opened the promotional ceremony. Deputy Chief Seaver presented the promotion of Ryan Morgan to Battalion Chief and the promotion of Christopher Krystofiak to Captain. Cpt. Hyslop presented the promotions of Logan Wasem and Nick Felt to Engineer.

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Chief Heitman presented the Recognition of Public Service to Ray Barilleaux for 63 years of service beginning as a firefighter in 1961, then continuing to serve as a fire commissioner, governance board member and civil service commissioner.

Board Chair Abercrombie acknowledged Ray Barilleaux, noting his mentorship and his role in naming our organization the Renton Regional Fire Authority.

Board Member Alberson acknowledged the efforts of all promoted today and thanked Ray for his years of service to the community.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

Approval of minutes from the June 10, 2024, regular meeting and the approval of vouchers.

A **MOTION** was made by Board Member McIrvine and **SECONDED** by Board Member Alberson to approve the consent agenda for July 8, 2024. **MOTION CARRIED (5-0)**

SIGNING OF VOUCHERS

The governance board members signed the voucher approval letter for July 8, 2024.

BOARD COMMITTEE REPORTS

There were no board committee reports.

CHIEF'S REPORT

Chief Heitman presented his report. The chief announced the newest members of our organization to the board; Vennessa Medford as our Senior HR Generalist, Chris Spurlock and Grace Park as our Deputy Fire Marshal III members.

DIVISION REPORTS

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

DC Seaver presented the report on EMS/Health & Safety on behalf of DC DeSmith.

After Fire Marshal Barton presented her report, Board Member Alberson inquired about the stats of dollars saved for the cause and loss estimates. Fire Marshal Barton provided more information.

Upon DC Seaver presenting his report for Response Operations, Board Chair Abercrombie asked for more details about Coulon Park not having lifeguards on duty on July 4th and Renton RFA assigning rescue swimmers on standby. There was discussion amongst the board members.

CORRESPONDENCE

There was no correspondence.

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UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

New Recruit Bunker Gear

Our next class of 2024 requires the purchase of the standard 2-set bunker gear to use in the academy and during the first ten years of their career.

A **MOTION** was made by Board Member McIrvine and **SECONDED** by Board Member Alberson to approve the purchase as presented. **MOTION CARRIED (5-0)**

CAO Babich asked Board Chair Abercrombie if the next two new business items could be presented in the opposite order, as this will provide better context. Board Chair Abercrombie approved.

Decision Point 457(b) Retirement Plan Agreement and Investment Policy Statement

RRFA has participated in the City of Renton's deferred compensation plan and explored alternative plans, identifying an advisor to facilitate the RFA setting up a plan independent of the City's plan. Staff request that the board, as fiduciary for the RRFA, approve the attached Retirement Plan Agreement and Investment Policy Statement and authorize the fire chief to sign on their behalf.

Board Member Alberson inquired about the benefit of this new plan agreement. CAO Babich shared that Decision Point is a niche provider for the fire service and offers one-on-one financial consulting services with members.

A **MOTION** was made by Board Member Alberson and **SECONDED** by Board Member McIrvine to approve the agreement and statement with Decision Point Financial as presented. **MOTION CARRIED (5-0)**

Spectrum Pension Consultants Master Service Agreement

As part of the new 457(b) plan, the RRFA will transition from TIAA Cref to Spectrum Pension Consultants for plan management services. Staff request that the board, as fiduciary for the RRFA, approve the attached Master Service Agreement and authorize the fire chief to sign on their behalf.

A **MOTION** was made by Board Member Alberson and **SECONDED** by Board Member McIrvine to approve the Master Service Agreement with Spectrum Pension Consultants as presented. **MOTION CARRIED (5-0)**

GOOD OF THE ORDER

There was no good of the order.

EXECUTIVE SESSION

Executive Session pursuant to RCW 42.30.110(1)(i)(iii) to discuss with District legal counsel, in a forum that maintains the attorney client privilege, legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation, or legal risks is likely to result in an adverse legal or financial consequence to the agency.

GOVERNANCE BOARD REGULAR MEETING MINUTES

July 8, 2024

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Executive Session was called at 11:00 a.m. for 10 minutes, then extended. Regular meeting reconvened at 11:14 a.m.

FUTURE MEETINGS

- Monday, July 22, 2024, 10:00 a.m., Budget/Finance Committee Meeting, Video Conference
- Monday, July 22, 2024, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
- Monday, August 12, 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 11:15 a.m.

Kerry Abercrombie, Board Chair

Samantha Vergara, Board Secretary

VOUCHER APPROVAL FOR AUGUST 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 \$2,235,694.11, payroll vouchers and direct deposits totaling \$1,552,978.72.

A/P VOUCHERS	Payment Date	Numbers	Amount
Virtual Pay	06/16/2024 - 07/15/2024	APA003182-APA003292	\$972,718.99
Checks	06/16/2024 - 07/15/2024	13741-13745	\$4,781.56
EFTs	06/16/2024 - 07/15/2024	-	\$345,927.46
Bank Drafts	06/16/2024 - 07/15/2024	-	\$911,966.10
AR Refund Checks	06/16/2024 - 07/15/2024	13742-13742	\$300.00
TOTAL A/P			\$2,235,694.11
PAYROLL VOUCHERS		No. of Vouchers	Amount
Direct Deposits	6/25/2024	178	\$749,902.07
Payroll Checks	6/25/2024	0	\$0.00
Direct Deposits	7/10/2024	185	\$803,076.65
Payroll Checks	7/10/2024	2	\$0.00
TOTAL PAYROLL		365	\$1,552,978.72
TOTAL CLAIMS			\$3,788,672.83

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: August 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

1. Members of the 2nd Quarter

A call for nominations went out to all members the first week of June for Member of the 2nd Quarter. Nominations were accepted through the end of June, and we received a total of thirteen nominations for members going above and beyond. The following members were selected for their contributions to our organization:

- Officer – Lt. Dawson Bain
- Firefighter – FF Brandon Ross
- Civilian – Accreditation Manager Lisa Sjoden

2. Accreditation Update

The CFAI Commission officially granted accreditation status to the RRFA on 8/5/2024. The hearing took place in Atlanta, GA and was attended by GB Chair Abercrombie, Chief Heitman, CAO Babich, DC Alexander, Accreditation Manager Lisa Sjoden, Business Intelligence Analyst Kelvin Lee, and L864 President Lt. Andrew Plumlee. Thank you to the Governing Board for their support in this effort and all the members of Renton RFA for their participation in achieving this esteemed designation. Less than 400 fire agencies worldwide have earned this designation. We will spend the next 5 years continually improving with the intention of being reaccredited while raising our level of service to the community.

3. Medic One/EMS Levy Planning

On July 10th, I attended a BLS subcommittee meeting chaired by the mayor to discuss the total BLS funding levels for the 2026-2031 levy span. This was the final decision that the subcommittee needed to make to complete its recommendations for King County to place the Medic One/EMS Levy plan on the November 2025 ballot.

4. Celebration of Life

On July 11th, the executive team attended the Celebration of Life held in honor of April Dehuff, who had recently retired from King County Medic One after serving as a paramedic in South County for 24 years.

5. Strategic Plan & MIG Review

CAO Samantha Babich and her team are putting the final touches on the strategic plan. The working groups met to discuss and ensure that all goals and associated objectives have a measurable component.

6. KCFD 40 Annexation Discussion

Preliminary discussions on FD40 annexation into the RFA.

7. Valley Communications Committee Interview

As the board chair of the Valley Communications Committee, I was asked to sit in an interview with the Commission on Accreditation for Law Enforcement Agencies (CALEA) to discuss our workings of Valley Comm.

8. Amazon Proposal

On July 29th, Chuck and I met in Downtown Seattle with representatives from Amazon and Philips and other EMS providers in King County to explore the possibilities of a proposed Amazon project. This project has already seen implementation in Europe and is set to launch in Portland later this summer.

9. Governance Board Notifications

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

- Station 16 Backflow Replacement – \$20,707.42
- SCBA 5500 psi Cylinder Replacements – \$34,591.12
- Station 13 Crew Quarters Flooring – \$34,960.69
- Station 13 Server Room A/C – \$20,648.54



2024 Q2 Financial Report

Renton Regional Fire Authority

For Period ending on June 30th, 2024



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1. Operating Fund Performance

Category	Actual	Budget	Variance	YTD % vs Budget
Revenue	28,147,950	54,595,186	(26,447,236)	51.6%
10-Property Tax	15,178,238	29,333,239	(14,155,001)	51.7%
11-Fire Benefit Charge	5,511,788	10,550,000	(5,038,212)	52.2%
13-EMS Levy	2,342,984	2,657,856	(314,872)	88.2%
20-FD 40 Contract	3,412,544	6,688,593	(3,276,049)	51.0%
30-Permits & Fees	409,340	426,000	(16,660)	96.1%
40-Investment Income	518,969	274,767	244,202	188.9%
50-EMS Services	414,764	4,400,000	(3,985,236)	9.4%
60-Other Revenues	359,324	264,731	94,593	135.7%
Expense	25,554,099	54,595,186	(29,041,087)	46.8%
10-Salaries and Wages	14,590,722	32,581,972	(17,991,250)	44.8%
20-Payroll Tax and Benefits	4,581,613	8,972,760	(4,391,147)	51.1%
30-Supplies	849,316	1,822,814	(973,498)	46.6%
40-Services	2,708,142	5,752,888	(3,044,746)	47.1%
81-Transfers Out	2,824,306	5,464,752	(2,640,446)	51.7%
Change in Fund Balance	2,593,850	2,593,850	2,593,850	

Beginning Fund Balance:	28,137,632
Increase / (Decrease)	2,593,850
Ending Fund Balance:	30,731,483

Highlights

Revenue:

- ✓ First half of Property Tax/FBC was received in April.

Expenditures:

- ✓ \$218K for CARES Contract, \$797K in ValleyCom Fees.

Fund Balance:

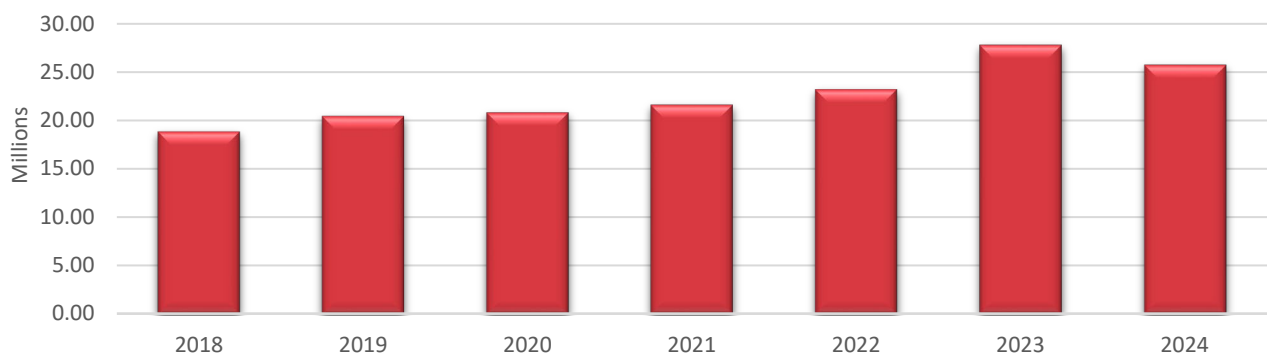
- ✓ Fund balance increased by \$2.6M.

Operating Fund Performance (continued)

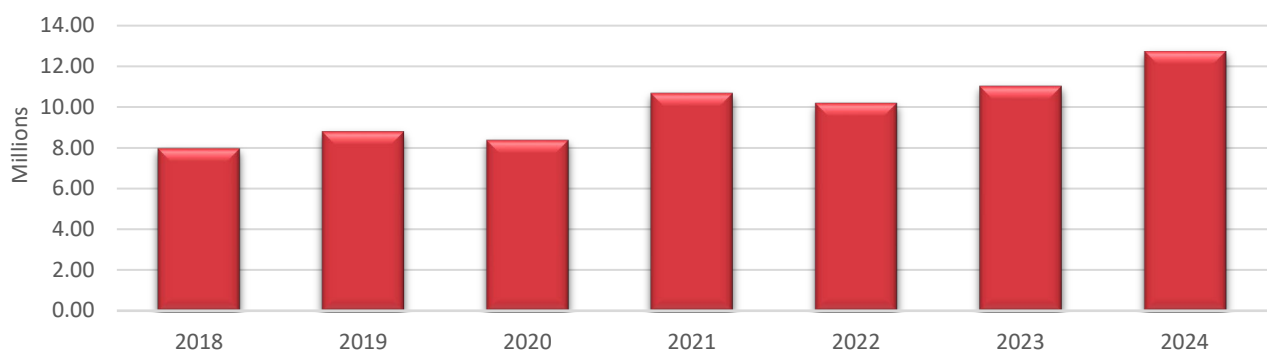
Quarter over Quarter Operating Fund Performance by High Level Category

	2018	2019	2020	2021	2022	2023	2024
Revenue	18,803,881	20,403,371	20,746,682	21,551,372	23,146,036	27,710,923	25,664,850
10-Property Tax	7,984,205	8,079,288	8,189,603	8,433,865	8,865,076	8,911,080	13,797,503
11-Fire Benefit	6,729,617	8,104,932	7,867,036	8,122,255	8,653,062	8,581,026	5,012,320
13-EMS Levy	1,498,108	1,441,980	1,913,962	1,730,860	294,944	2,405,273	2,342,984
20-FD 40 Contract	2,378,544	2,595,385	2,663,316	2,710,565	2,924,925	3,326,171	3,412,544
30-Permits & Fees	81,490	43,905	32,334	51,073	229,919	331,527	372,780
40-Investment	41,036	95,142	72,983	42,205	27,386	164,757	284,627
50-EMS Services				123,878	2,023,637	3,943,431	194,261
60-Other Revenues	90,881	42,739	7,447	336,672	127,087	47,658	247,832
Expense	7,964,999	8,800,044	8,371,513	10,668,697	10,178,415	11,005,837	12,723,084
10-Salaries and	4,603,974	5,244,878	5,689,638	6,237,315	6,147,151	6,599,634	7,031,639
20-Payroll Tax and	1,333,395	1,555,501	1,706,122	1,767,037	1,720,398	1,815,534	1,991,930
30-Supplies	108,864	175,938	212,491	427,653	396,910	373,675	407,899
40-Services	1,499,434	349,970	763,262	707,035	912,153	935,980	1,215,128
81-Transfers Out	419,332	1,473,756		1,529,657	1,001,803	1,281,014	2,076,488
Change in Fund Balance	10,838,882	11,603,328	12,375,169	10,882,675	12,967,621	16,705,086	12,941,766

Operating Fund Revenue Quarter Over Quarter



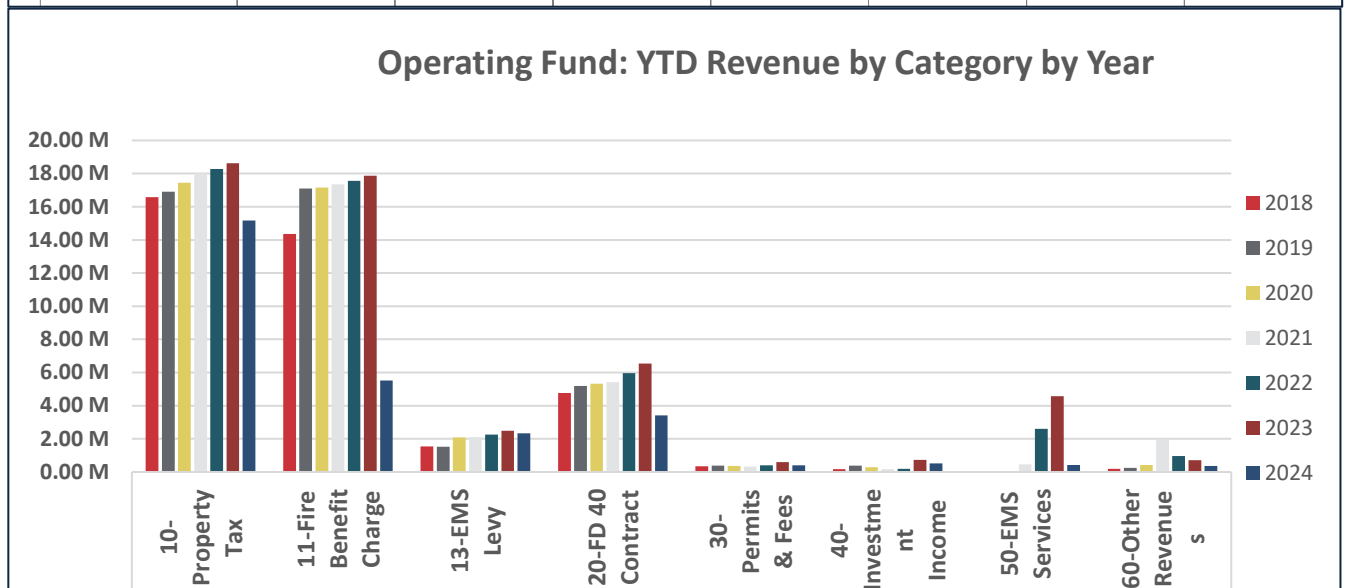
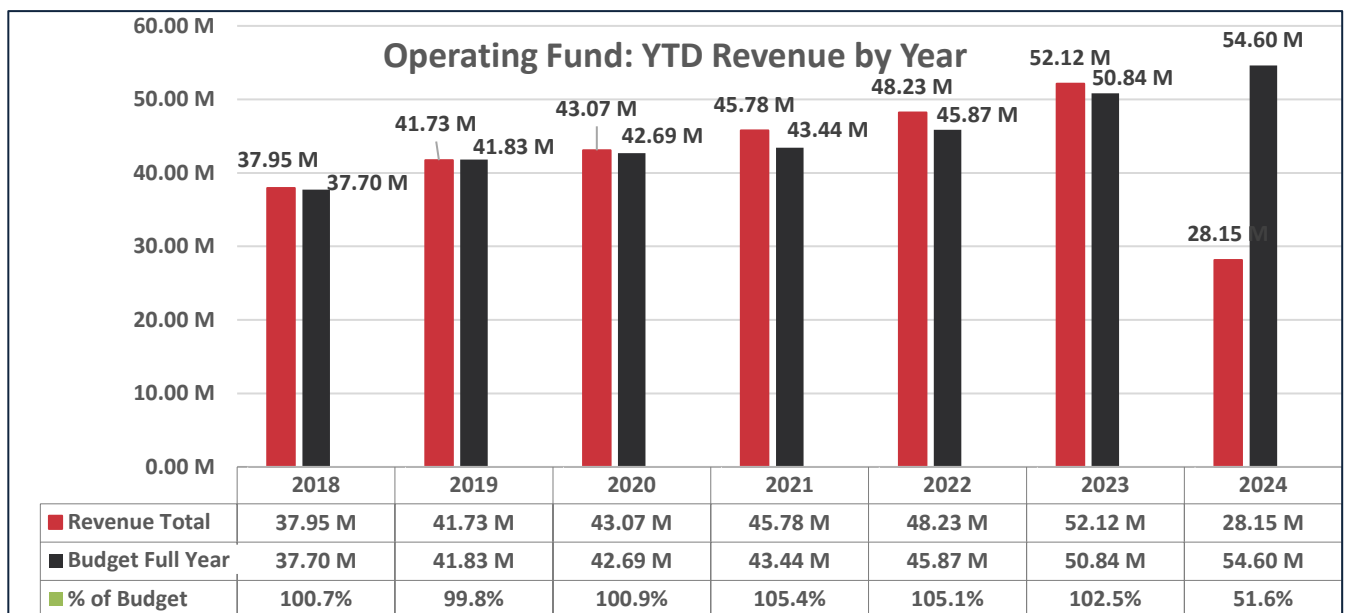
Operating Fund Expenses Quarter Over Quarter



Operating Fund Performance (continued)

Year over Year Revenue by High Level Category

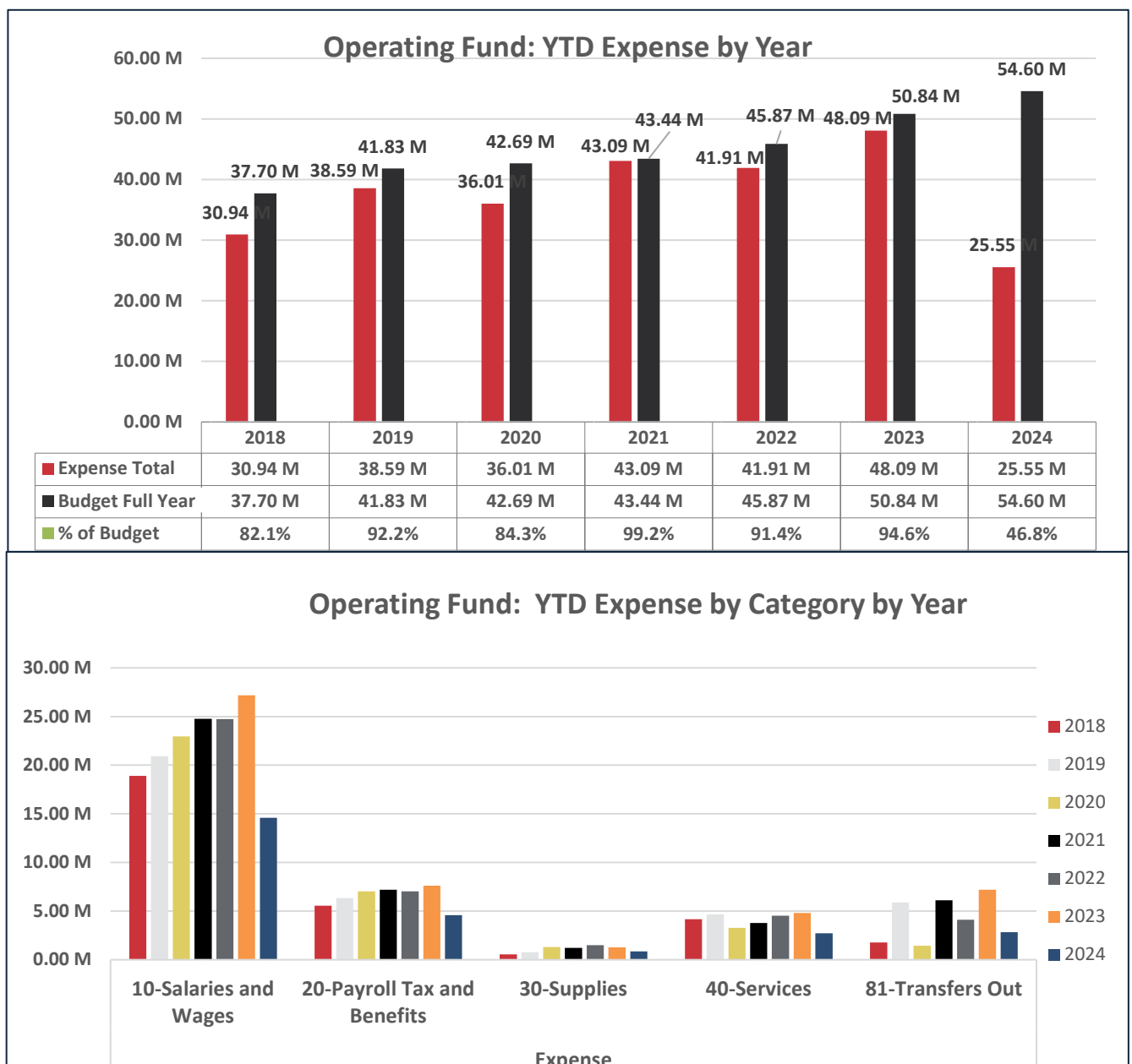
High Level Category	2018	2019	2020	2021	2022	2023	2024
10-Property Tax	16,573,797	16,901,220	17,446,980	18,002,404	18,278,518	18,616,947	15,178,238
11-Fire Benefit Charge	14,357,859	17,108,508	17,152,390	17,346,646	17,572,160	17,867,865	5,511,788
13-EMS Levy	1,538,064	1,521,902	2,074,254	2,104,821	2,266,067	2,483,657	2,342,984
20-FD 40 Contract	4,757,087	5,190,769	5,326,632	5,421,129	5,955,337	6,545,800	3,412,544
30-Permits & Fees	345,446	379,996	357,525	334,585	408,018	600,939	409,340
40-Investment Income	179,449	386,006	289,507	170,919	186,177	731,687	518,969
50-EMS Services				452,897	2,606,647	4,564,652	414,764
60-Other Revenues	200,596	243,851	425,191	1,946,911	958,791	712,117	359,324
Revenue Total	37,952,298	41,732,252	43,072,479	45,780,311	48,231,713	52,123,665	28,147,950



Operating Fund Performance (continued)

Year over Year Expense by High Level Category

High Level Category	2018	2019	2020	2021	2022	2023	2024
10-Salaries and Wages	18,891,660	20,917,569	22,962,444	24,754,112	24,740,886	27,176,273	14,590,722
20-Payroll Tax and Benefits	5,567,872	6,330,152	7,036,751	7,208,008	7,017,052	7,620,647	4,581,613
30-Supplies	557,359	776,024	1,316,317	1,224,646	1,509,582	1,284,958	849,316
40-Services	4,158,827	4,666,383	3,267,648	3,787,131	4,521,881	4,806,280	2,708,142
81-Transfers Out	1,768,000	5,895,045	1,429,180	6,118,626	4,116,213	7,198,379	2,824,306
Expense Total	30,943,718	38,585,172	36,012,340	43,092,524	41,905,615	48,086,536	25,554,099

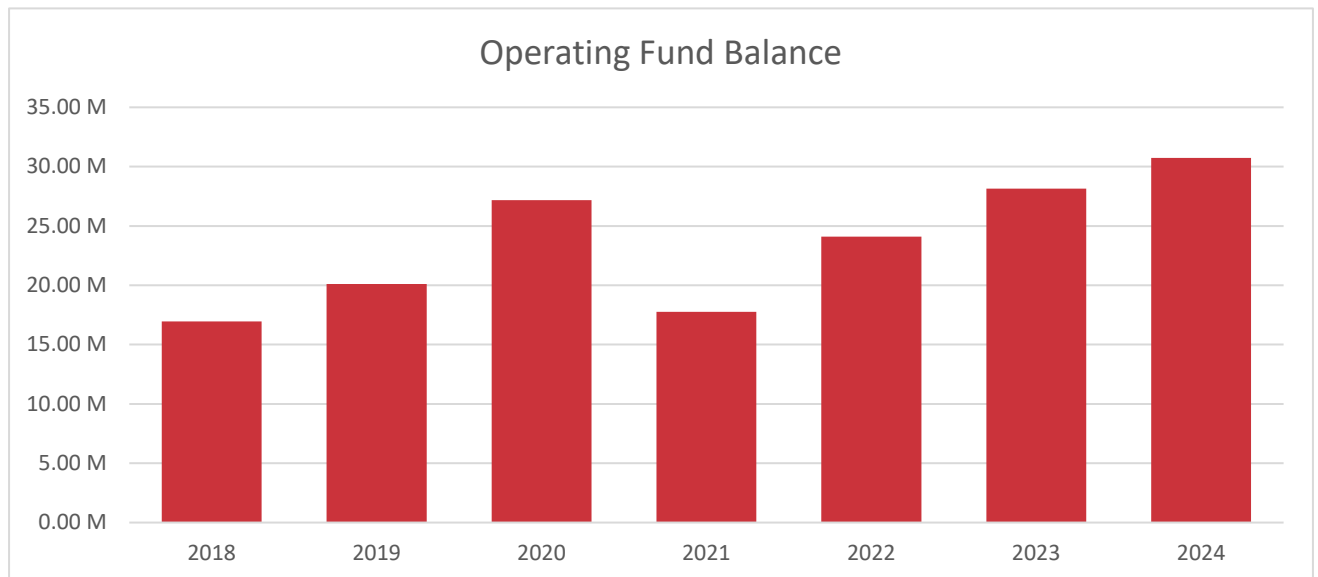


Operating Fund Performance (continued)

Fund Balance

	2018	2019	2020	2021	2022	2023	2024
Revenue	37,952,298	41,732,252	43,072,479	45,780,311	48,231,713	52,123,665	28,147,950
10-Property Tax	16,573,797	16,901,220	17,446,980	18,002,404	18,278,518	18,616,947	15,178,238
11-Fire Benefit Charge	14,357,859	17,108,508	17,152,390	17,346,646	17,572,160	17,867,865	5,511,788
13-EMS Levy	1,538,064	1,521,902	2,074,254	2,104,821	2,266,067	2,483,657	2,342,984
20-FD 40 Contract	4,757,087	5,190,769	5,326,632	5,421,129	5,955,337	6,545,800	3,412,544
30-Permits & Fees	345,446	379,996	357,525	334,585	408,018	600,939	409,340
40-Investment Income	179,449	386,006	289,507	170,919	186,177	731,687	518,969
50-EMS Services				452,897	2,606,647	4,564,652	414,764
60-Other Revenues	200,596	243,851	425,191	1,946,911	958,791	712,117	359,324
Expense	30,943,718	38,585,172	36,012,340	43,092,524	41,905,615	48,086,536	25,554,099
10-Salaries and Wages	18,891,660	20,917,569	22,962,444	24,754,112	24,740,886	27,176,273	14,590,722
20-Payroll Tax and	5,567,872	6,330,152	7,036,751	7,208,008	7,017,052	7,620,647	4,581,613
30-Supplies	557,359	776,024	1,316,317	1,224,646	1,509,582	1,284,958	849,316
40-Services	4,158,827	4,666,383	3,267,648	3,787,131	4,521,881	4,806,280	2,708,142
81-Transfers Out	1,768,000	5,895,045	1,429,180	6,118,626	4,116,213	7,198,379	2,824,306
Change in Fund Balance	7,008,581	3,147,080	7,060,139	2,687,787	6,326,099	4,037,129	2,593,850

Beginning Fund Balance:	9,956,480	16,965,060	20,112,140	27,172,279	17,774,404	24,100,503	28,137,632
Increase / (Decrease)	7,008,581	3,147,080	7,060,139	2,687,787	6,326,099	4,037,129	2,593,850
Decrease by Fund Balance				(12,085,662)			
Ending Fund Balance:	16,965,060	20,112,140	27,172,279	17,774,404	24,100,503	28,137,632	30,731,483



2. Fleet Fund Performance

Current Year – 2024 YTD

Category	Actual	Budget	Variance	YTD % vs Budget
Revenue	880,331	1,219,000	(338,669)	72.2%
40-Investment Income	81,150	19,000	62,150	427.1%
60-Transfer In	799,181	1,200,000	(400,819)	66.6%
Expense	211,834	690,409	(478,575)	0
30-Supplies	22		22	-
60-Capital Outlay	211,812	690,409	(478,597)	
Change in Fund Balance	668,497	668,497	668,497	

Beginning Fund Balance:	3,022,067
Increase / (Decrease)	668,497
Ending Fund Balance:	3,690,564

Highlights

- ✓ Capital Outlay includes purchase of Logistics Truck and upfitting for Battalion 312.

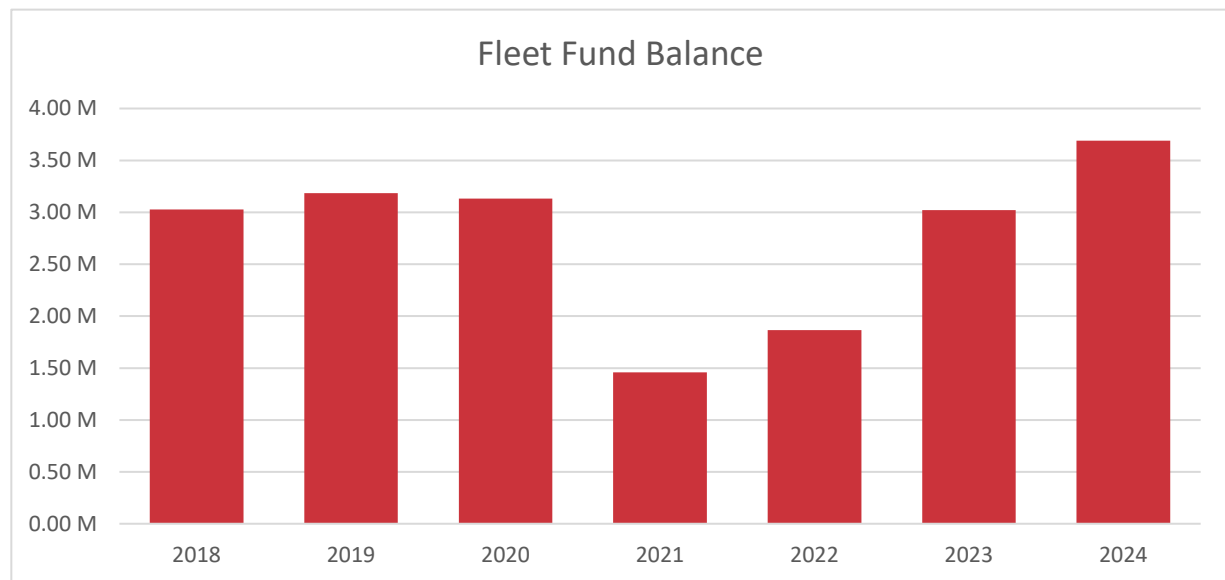
Fleet Fund Performance (continued)

Historical Performance & Fund Balance

Category	2018	2019	2020	2021	2022	2023	2024
Revenue	673,826	2,321,649	583,871	46,765	1,271,764	1,291,853	880,331
40-Investment Income	44,905	85,445	48,285	12,277	15,151	72,955	81,150
60-Transfer In	600,000	2,200,000	250,000		1,200,000	1,200,000	799,181
60-Other Revenues	28,921	36,204	285,586	34,488	56,613	18,898	
Expense	337,905	2,164,351	637,322	1,718,039	866,536	134,768	211,834
30-Supplies		0	220		17	22	22
40-Services			109				
60-Capital Outlay*	337,905	2,164,351	636,993	1,718,039	866,519	134,746	211,812
Change in Fund Balance	335,921	157,298	(53,451)	(1,671,274)	405,228	1,157,085	668,497

Beginning Fund Balance:	2,691,260	3,027,181	3,184,479	3,131,028	1,459,754	1,864,982	3,022,067
Increase / (Decrease)	335,921	157,298	(53,451)	(1,671,274)	405,228	1,157,085	668,497
Ending Fund Balance:	3,027,181	3,184,479	3,131,028	1,459,754	1,864,982	3,022,067	3,690,564

*2021 Capital Outlay Includes purchase of multiple apparatus



3. Facilities Improvement Fund Performance

Current Year – 2024 YTD

Category	Actual	Budget	Variance	YTD % vs Budget
Revenue	663,398	1,249,200	(585,802)	53.1%
40-Investment Income	45,298	13,000	32,298	348.4%
60-Transfer In	618,100	1,236,200	(618,100)	50.0%
Expense	497,816	638,267	(140,451)	78.0%
40-Services	353,406		353,406	0.0%
60-Capital Outlay	144,410	638,267	(493,856)	22.6%
Change in Fund Balance	165,582	165,582	-	

Beginning Fund Balance:	1,781,898
Increase / (Decrease)	165,582
Ending Fund Balance:	1,947,480

Highlights

- ✓ Services include \$353K for Station 16 architecture and consulting services.
- ✓ Capital Outlay includes:
 - \$96K for demolition of properties at new Station 16 site
 - \$32K for HVAC replacement at Station 13
 - \$16K for Station 14 training room remodel

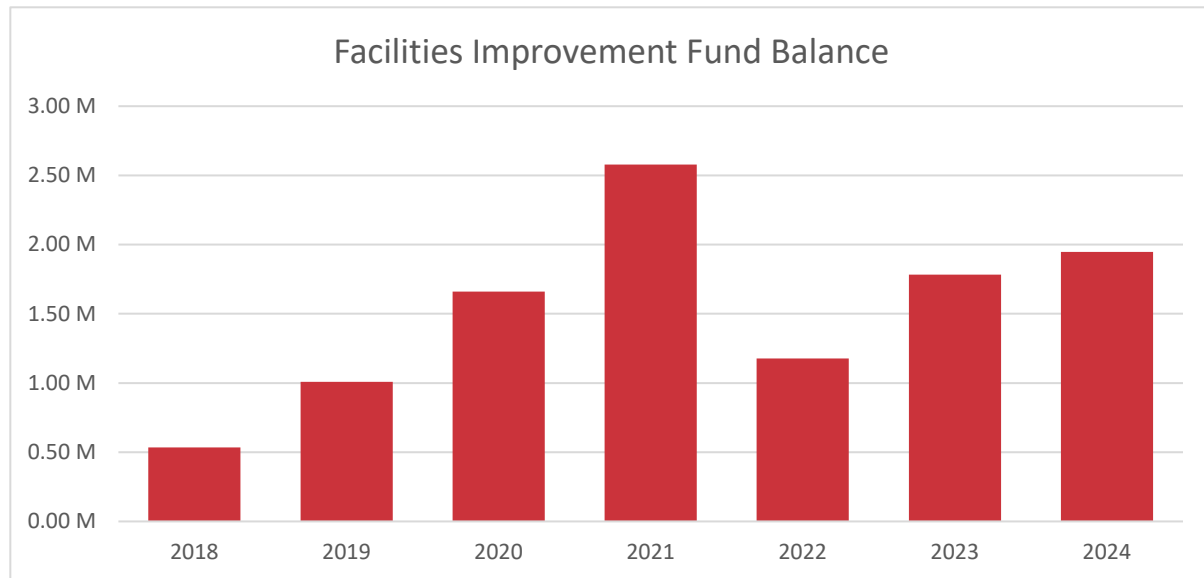
Facilities Improvement Fund Performance (Continued)

Historical Performance & Fund Balance

Category	2018	2019	2020	2021	2022	2023	2024
Revenue	578,056	1,012,065	1,184,861	1,512,808	2,099,613	2,002,477	663,398
40-Investment Income	6,056	20,734	18,982	12,808	22,400	42,651	45,298
60-Transfer In	572,000	969,711	500,000	1,500,000	2,077,213	1,959,826	618,100
60-Other Revenues		21,620	665,879				
Expense	43,992	537,735	531,598	595,060	3,501,410	1,398,186	497,816
30-Supplies		52,513	16,633	5,988	12,732	33,911	
40-Services				74,508	167,626	190,676	353,406
60-Capital Outlay*	43,992	485,223	514,965	514,564	3,321,051	1,173,598	144,410
Change in Fund Balance	534,064	474,330	653,263	917,747	(1,401,797)	604,291	165,582

Beginning Fund Balance:	-	534,064	1,008,393	1,661,656	2,579,404	1,177,607	1,781,898
Increase / (Decrease)	534,064	474,330	653,263	917,747	(1,401,797)	604,291	165,582
Ending Fund Balance:	534,064	1,008,393	1,661,656	2,579,404	1,177,607	1,781,898	1,947,480

*2022 Capital Outlay Includes purchase of property



4. Equipment Fund Performance

Current Year – 2024 YTD

Category	Actual	Budget	Variance	YTD % vs Budget
Revenue	151,688	280,000	(128,312)	54.2%
40-Investment Income	14,188	5,000	9,188	283.8%
60-Transfer In	137,500	275,000	(137,500)	50.0%
Expense	33,148	158,074	(124,926)	21.0%
60-Capital Outlay	33,148	158,074	(124,926)	21.0%
Change in Fund Balance	118,540	118,540	-	

Beginning Fund Balance:	647,490
Increase / (Decrease)	118,540
Ending Fund Balance:	766,030

Highlights

- ✓ \$33K of capital purchase was for a Holmatro

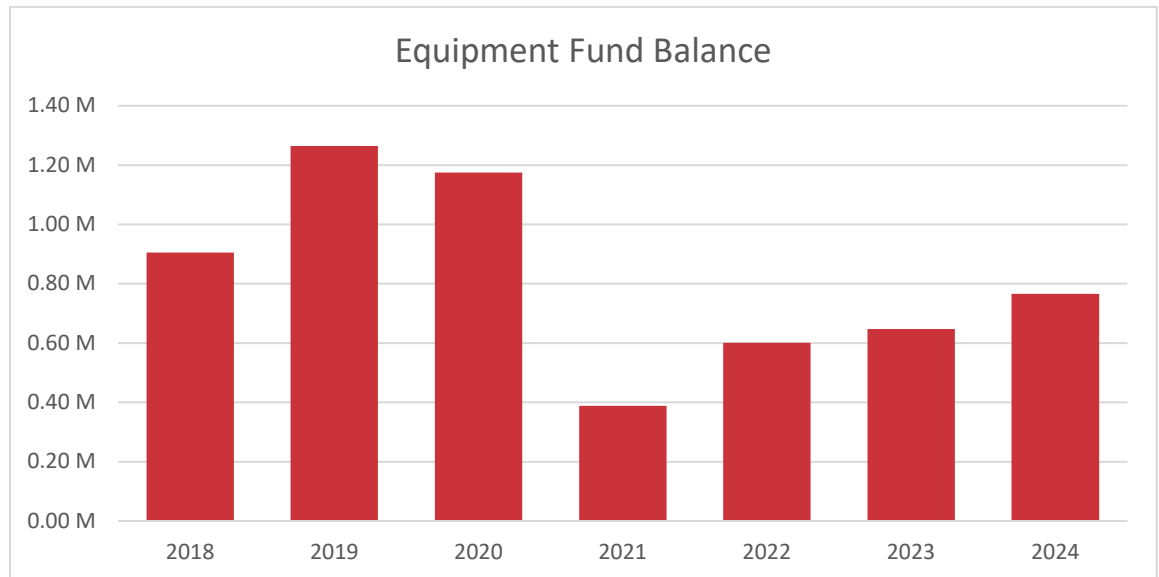
Equipment Fund Performance (continued)

Historical Performance & Fund Balance

Category	2018	2019	2020	2021	2022	2023	2024
Revenue	319,176	401,830	113,192	308,586	406,177	118,758	151,688
40-Investment Income	13,176	24,096	19,899	8,586	5,177	18,758	14,188
60-Transfer In	306,000	377,734	93,293	300,000	400,000	100,000	137,500
60-Other Revenues					1,000		
Expense	170,512	41,822	203,463	1,094,446	193,550	72,682	33,148
60-Capital Outlay*	170,512	41,822	203,463	1,094,446	193,550	72,682	33,148
Change in Fund Balance	148,664	360,008	(90,270)	(785,860)	212,626	46,076	118,540

Beginning Fund Balance:	756,246	904,910	1,264,918	1,174,648	388,788	601,414	647,490
Increase / (Decrease)	148,664	360,008	(90,270)	(785,860)	212,626	46,076	118,540
Ending Fund Balance:	904,910	1,264,918	1,174,648	388,788	601,414	647,490	766,030

*2021 Capital Outlay includes SCBA replacement



5. IT Fund Performance

Current Year – 2024 YTD

Category	Actual	Budget	Variance	YTD % vs Budget
Revenue	100,411	179,000	(78,589)	56.1%
40-Investment Income	12,911	4,000	8,911	322.8%
60-Transfer In	87,500	175,000	(87,500)	50.0%
Expense		141,897	(141,897)	0.0%
60-Capital Outlay		141,897	(141,897)	0.0%
Change in Fund Balance	100,411	100,411		

Beginning Fund Balance:	579,768
Increase / (Decrease)	100,411
Ending Fund Balance:	680,179

IT Fund Performance (continued)

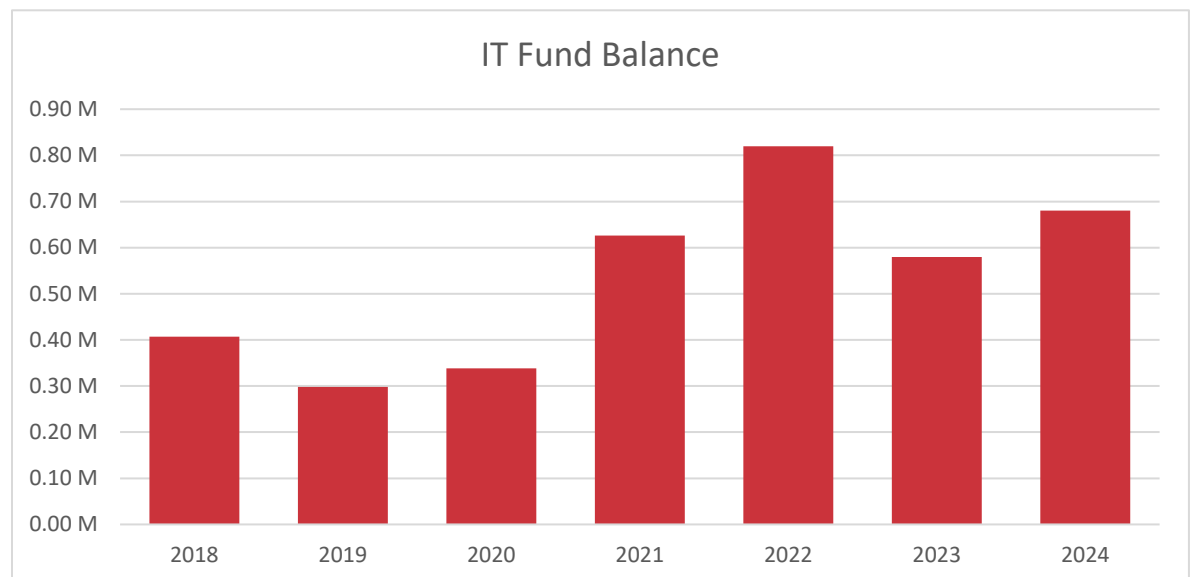
Historical Performance & Fund Balance

Category	2018	2019	2020	2021	2022	2023	2024
Revenue	205,367	608,999	155,066	302,983	307,856	119,710	100,411
40-Investment Income	5,367	8,999	5,066	2,983	7,856	19,710	12,911
60-Transfer In	200,000	600,000	150,000	300,000	300,000	100,000	87,500
Expense		718,227	114,830	14,548	114,473	359,802	
30-Supplies		111,251	(170)				
40-Services**		500				240,879	
60-Capital Outlay*		606,476	115,000	14,548	114,473	118,923	
Change in Fund Balance	205,367	(109,227)	40,236	288,435	193,383	(240,092)	100,411

Beginning Fund Balance:	201,667	407,034	297,807	338,043	626,478	819,861	579,769
Increase / (Decrease)	205,367	(109,227)	40,236	288,435	193,383	(240,092)	100,411
Ending Fund Balance:	407,034	297,807	338,043	626,478	819,861	579,769	680,180

*2019 Capital Outlay includes stand up of new IT

**2023 Services includes station security system



6. Contingency Fund Performance

Current Year – 2024 YTD

Category	Actual	Budget	Variance	YTD % vs Budget
Revenue	31,925	55,794	(23,869)	57.2%
40-Investment Income	4,528	1,000	3,528	452.8%
60-Transfer In	27,397	54,794	(27,397)	50.0%
Expense	22,968		22,968	0.0%
40-Services	22,968		22,968	0.0%
Change in Fund Balance	8,957	8,957	-	0.0%

Beginning Fund Balance:	219,639
Increase / (Decrease)	8,957
Ending Fund Balance:	228,596

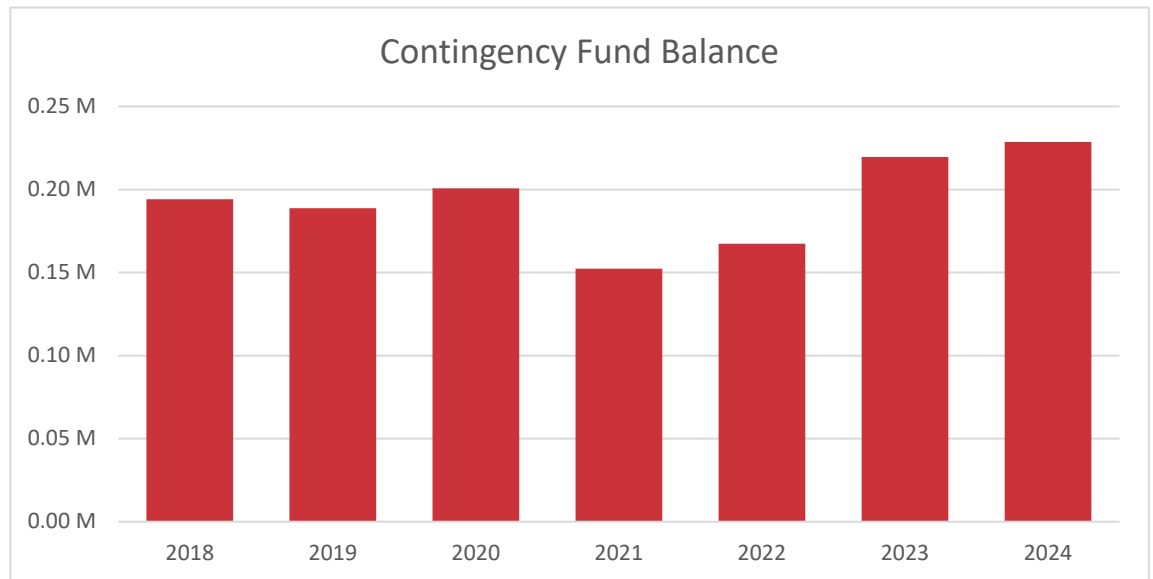
Contingency Fund Performance (continued)

Historical Performance & Fund Balance

Category	2018	2019	2020	2021	2022	2023	2024
Revenue	92,235	4,365	24,021	16,366	139,931	80,651	31,925
40-Investment Income	2,235	4,365	3,047	1,366	931	5,651	4,528
60-Transfer In	90,000		6,250	15,000	139,000	75,000	27,397
60-Other Revenues			14,724				
Expense		9,600	12,144	64,757	124,933	28,331	22,968
30-Supplies			2,283		12,929	1,743	
40-Services*		9,600	9,861	64,757	112,004	26,588	22,968
Change in Fund Balance	92,235	(5,235)	11,877	(48,392)	14,998	52,319	8,957

Beginning Fund Balance:	101,835	194,070	188,836	200,713	152,321	167,319	219,639
Increase / (Decrease)	92,235	(5,235)	11,877	(48,392)	14,998	52,319	8,957
Ending Fund Balance:	194,070	188,836	200,713	152,321	167,319	219,639	228,596

*2022 Services include \$34K in unemployment claims and \$78K in insurance claim deductibles



7. Operating Reserve Fund Performance

Current Year – 2024 YTD

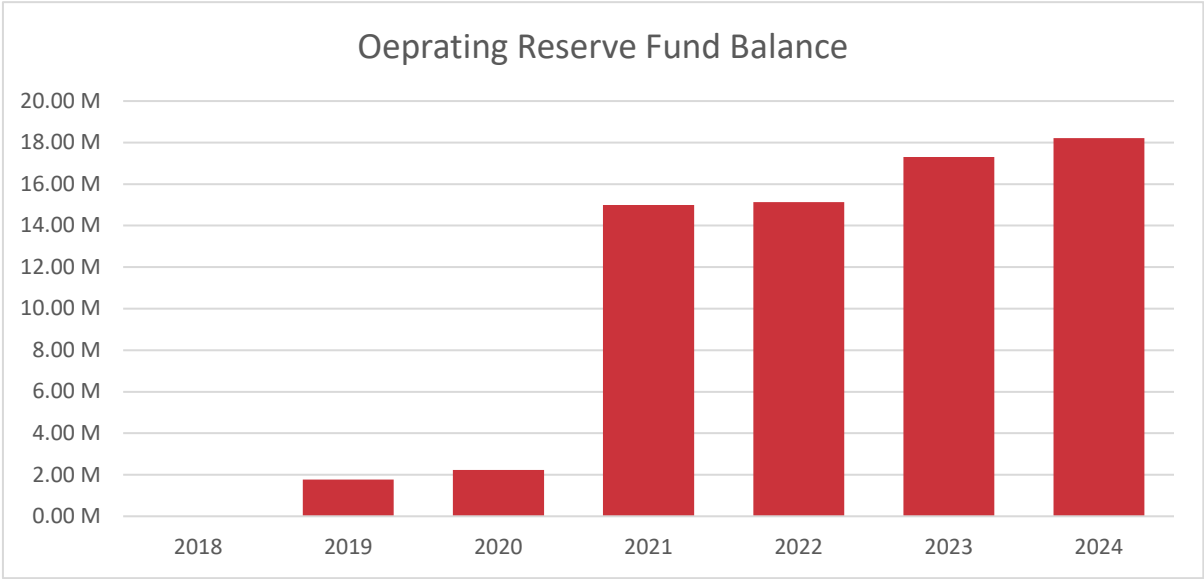
Category	Actual	Budget	Variance	YTD % vs Budget
Revenue	904,304	1,368,018	(463,714)	66.1%
40-Investment Income	368,047	81,000	287,047	454.4%
60-Transfer In	536,258	1,287,018	(750,761)	41.7%
Change in Fund Balance	904,304	904,304	-	

Beginning Fund Balance:	17,305,833
Increase / (Decrease)	904,304
Ending Fund Balance:	18,210,138

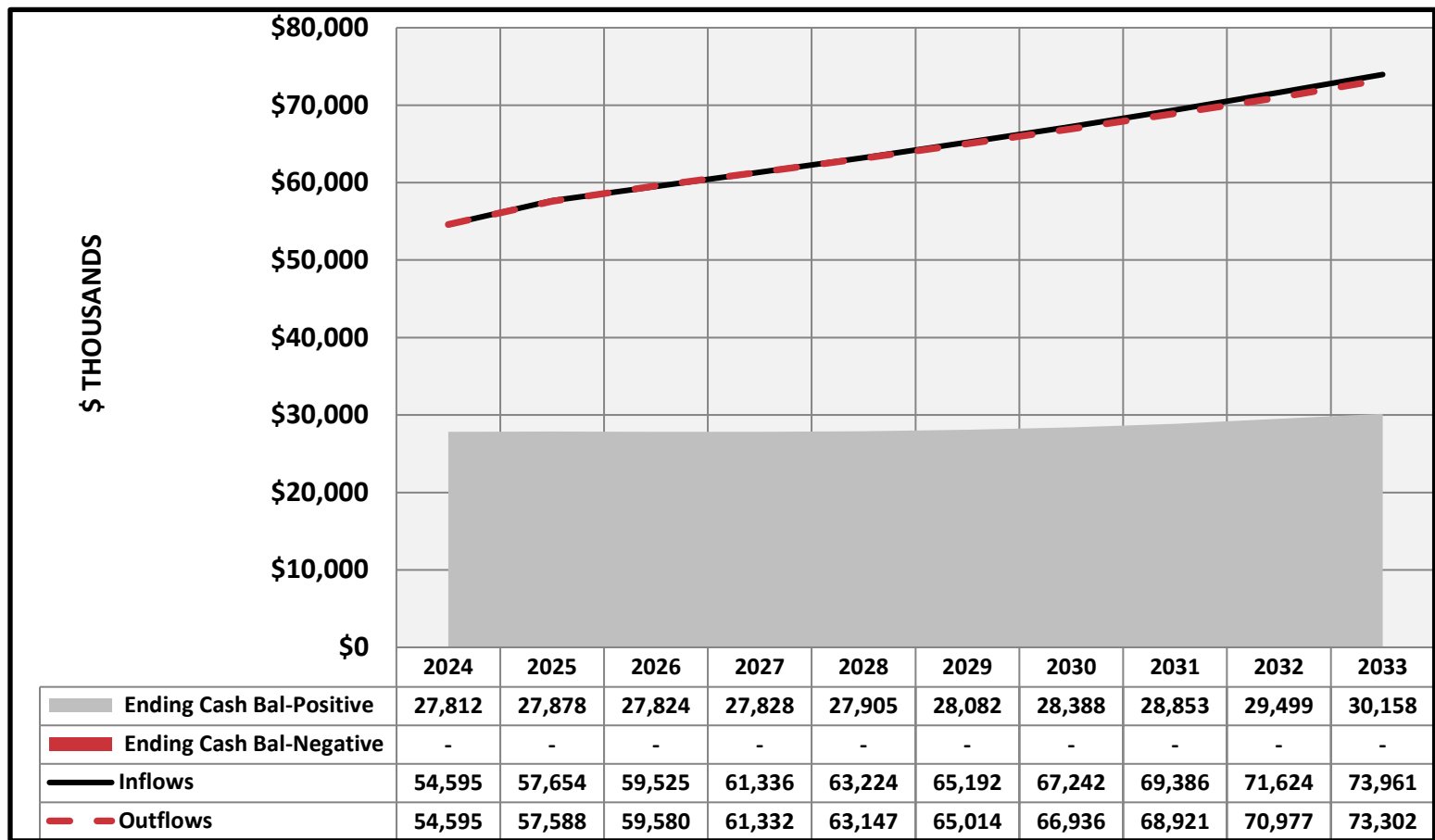
Operating Reserve Fund Performance (continued)

Historical Performance & Fund Balance

Category	2018	2019	2020	2021	2022	2023	2024
Revenue	-	1,766,056	462,513	12,757,755	148,690	2,170,819	904,304
40-Investment Income		18,456	32,876	34,129	148,690	481,587	368,047
60-Transfer In	-	1,747,600	429,637	12,723,626		1,689,232	536,258
Change in Fund Balance	-	1,766,056	462,513	12,757,755	148,690	2,170,819	904,304
Beginning Fund Balance:	-	-	1,766,056	2,228,569	14,986,324	15,135,014	17,305,833
Increase / (Decrease)	-	1,766,056	462,513	12,757,755	148,690	2,170,819	904,304
Ending Fund Balance:	-	1,766,056	2,228,569	14,986,324	15,135,014	17,305,833	18,210,138
Fund Balance % of Budget	0%	4%	5%	34%	33%	34%	33%
Policy Compliant?	NO	NO	NO	YES	YES	YES	YES



1. 10 Year Financial Forecast



Assumptions

- FBC increases 24% in 2025, then 6.5% year over year.
- 2024 levy rate went back up to \$1.00 due to Levy Lid Lift.
- Assessed value growth is based on March 2024 King County projections.
- Includes flat \$4M GEMT revenue projection year over year, except 2024 where GEMT is budgeted at \$3.5M.
- 20 Year \$33 million LTGO bond with payment starting in Q1 2025.
- 10 additional firefighters budgeted in 2025 for an increase of \$1.45M.
- A311 OT is reduced by \$350K after new FFs are added starting July 2025.
- No OT for A311 after 2025.

2024 EMS Grants

- Medic One Foundation
 - \$4,710 to purchase 32 mini-trauma kits
- LNI FIIRE
 - \$8,086. for Stryker Electric Stair-Chair A-313
- KCEMS Core Service Grant
 - \$82,635 for RRFA Peer Support/Wellbeing Technology
- CREMS
 - \$12,000 for LifePak 15 Simulator
- DOH Trauma Grant
 - \$766 for EMS Aid Kit trauma dividers
- FD CARES Fund
 - \$8,699 for a Bladder Scanner (Catheter 911 calls)

CPR Reunification at the Emergency Feeding Program in Renton



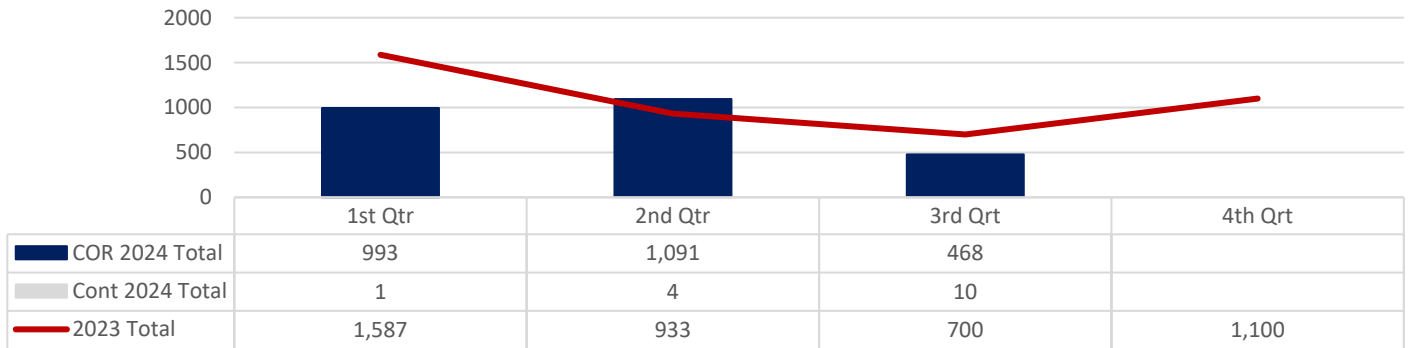
Office of the Fire Marshal 2024 Monthly Report

August 2024

Inspections

Staff have completed 2,567 inspections (business, multi-family, IFC permit, special, complaint & re-inspections) year to date.

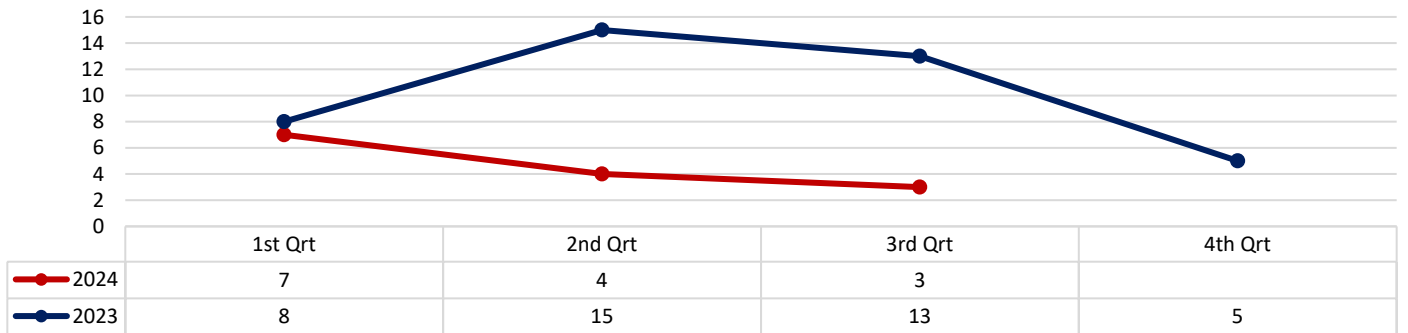
Inspections Completed by Quarter - Comparative to 2023



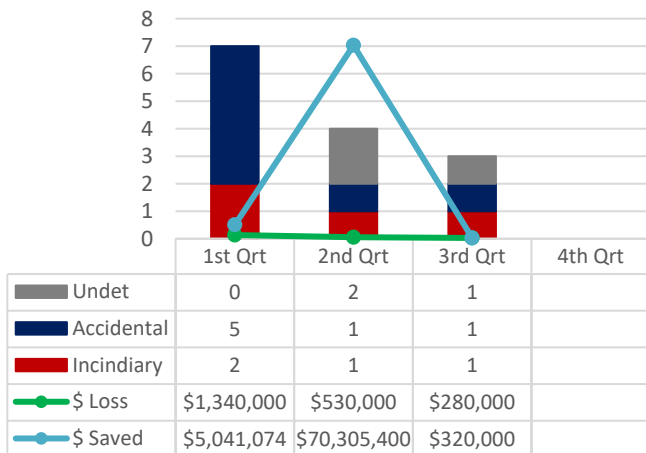
Fire Investigations

Staff investigated 3 fires in July. Total dollar loss for the year is estimated at \$2.1 million, and an estimated \$75 million in saved property.

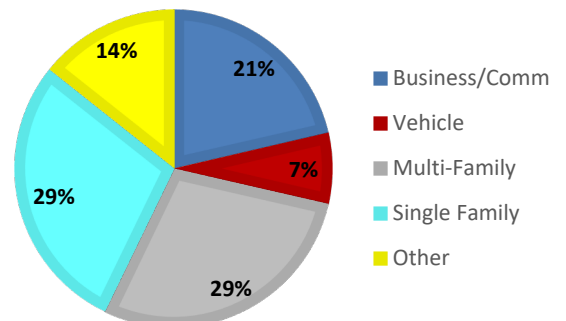
Fire Investigations by Quarter - Comparative to 2023



FIRE CAUSE AND LOSS ESTIMATE



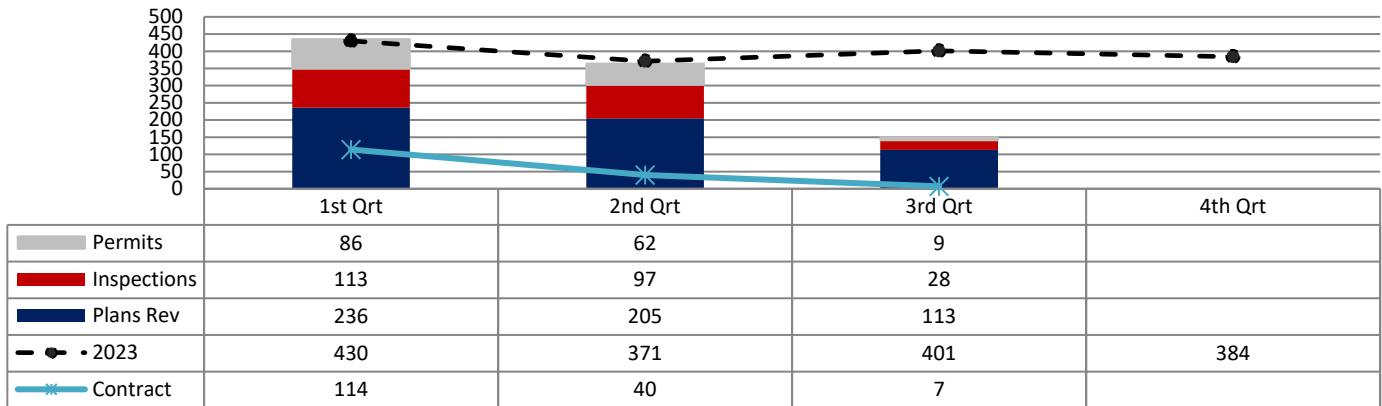
PROPERTY TYPE OF INVESTIGATED FIRES



Plans Review, Construction Inspections & Permits

Staff have completed 554 plans reviews, 238 construction inspections, and issued 157 fire systems and/or fire construction permits year to date.

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



Project Highlights: Preliminary plans have been reviewed for the conversion of one of the three office towers at the Southport Office Complex to be converted from office use into residential units.

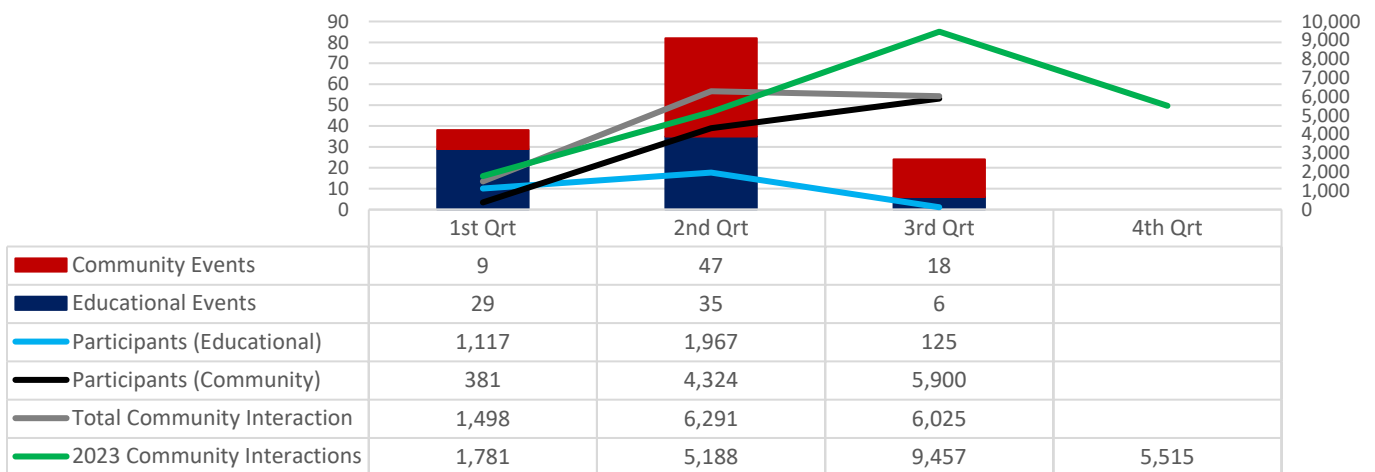
Public Education / Community Outreach Highlights

The Department participated in 6 educational events, reaching 125 attendees and an additional 18 community events, reaching 5,900 attendees in July.



- Crews completed visits to encampments each Sunday in July to speak about needle safety, waste disposal, weapons, violence, and mental health/drug usage safety messaging.
- Our public educators taught pre-school fire safety classes at Children's Village Daycare and Pre-School and Sonshine Learning Center to approximately 115 students.
- Members from our Executive Team served lunch at the City of Renton Senior Picnic, while crews completed blood pressure and blood sugar checks to an estimated 400 attendees.

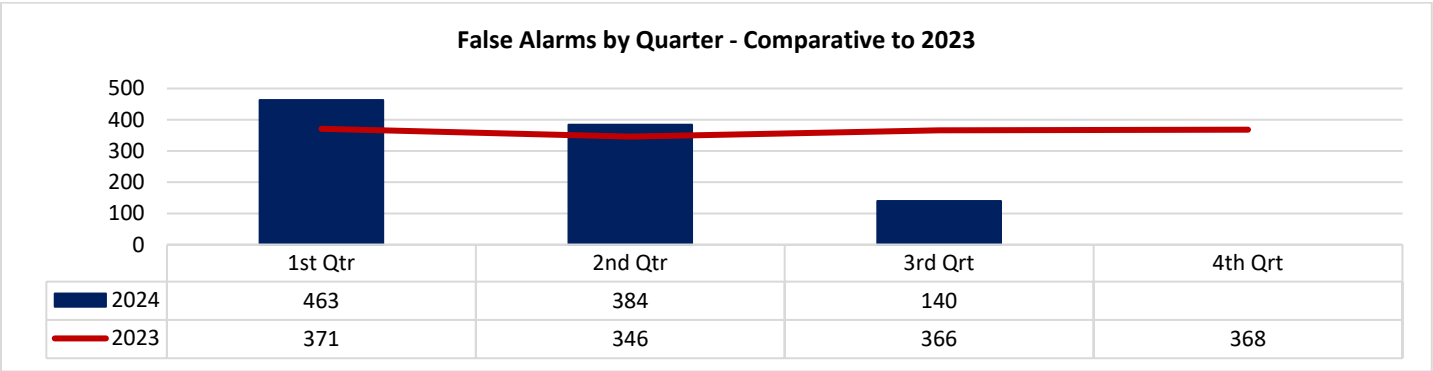
PUBLIC EDUCATION & COMMUNITY OUTREACH



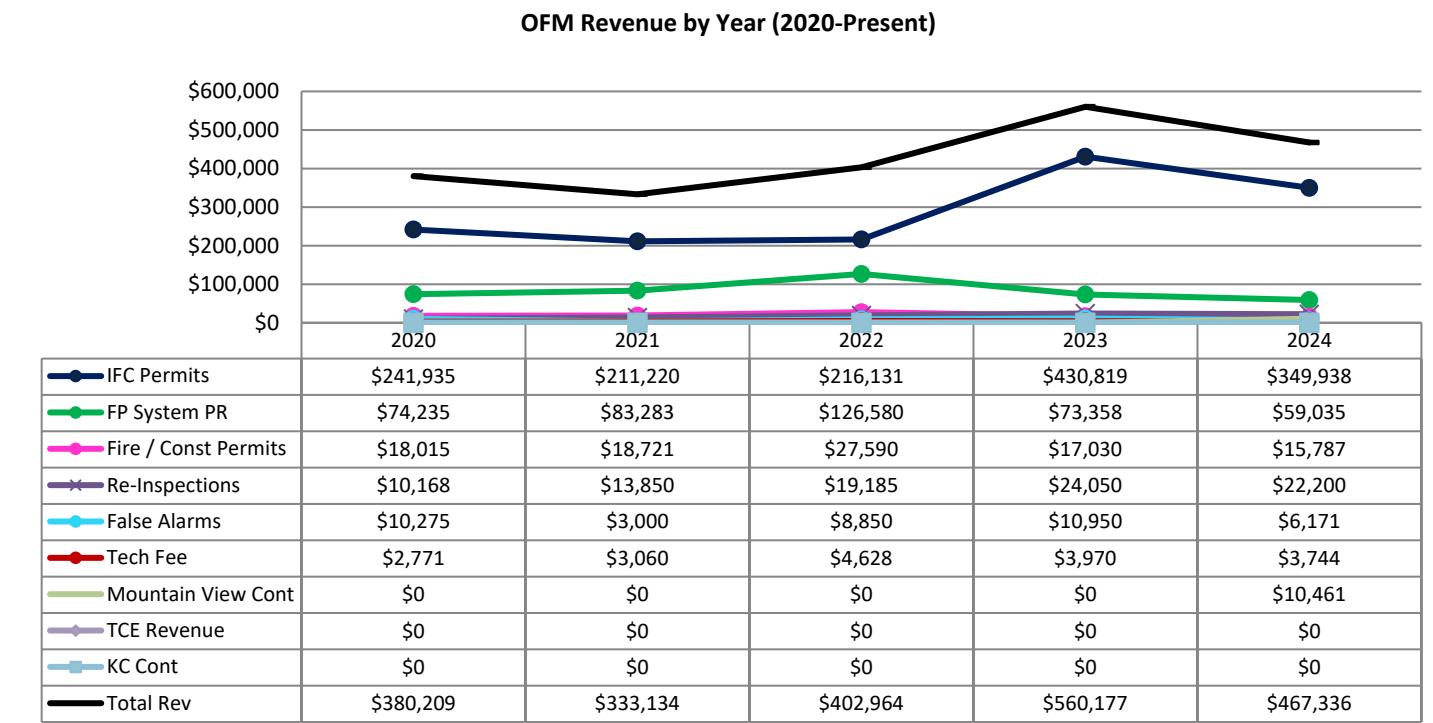
[Back to Top](#)

False Alarms

The Department has responded to 987 false alarms year to date.



Revenue \$466,521 in Fire Marshal revenues have been collected year to date.



Other Highlights:

- 2021 Fire Code Amendments have been submitted for legal review to the City Attorney’s Office for tentative January 2025 adoption/implementation.
- Primarily clean up language removing redundant sections
 - NEW authority added to be able to bill for firefighting and hazardous materials calls for any incidents that occur at BESS facilities after the first 4 hours of operations.

Monthly Overview

Station Reliability (Not include Out of Jurisdiction Incidents)

RRFA Station Area	First Due Incident Counts	Incidents in RRFA Area	Station Reliability
▲			
11	365	394	92.64%
12	238	255	93.33%
13	394	454	86.78%
14	128	153	83.66%
15	91	108	84.26%
16	135	158	85.44%
17	224	239	93.72%
Total	1575	1760	89.49%

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

Incident Type Group	11	12	13	14	15	16	17	Total
▲								
100 - Fire	35	27	40	25	17	12	19	119
200 - Overpressure Rupture, Explosion, Overheat		1				2		3
300 - Rescue & EMS	340	223	348	120	80	114	219	1360
400 - Hazardous Condition	6	6	3	9	1	3	5	27
500 - Service Call	19	15	9	4	6	4	3	56
600 - Good Intent Call	42	19	41	21	9	9	9	137
700 - False Alarm	30	15	37	12	12	19	28	139
Total	472	306	478	191	125	163	283	1841

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

Unit/Station	Response Counts
▲	
▣ 11	549
A311	171
E311	257
L311	121
▣ 12	375
A312	163
A412	1
B312	39
CAR312	28
DIV312	4
E312	137
E412	3
▣ 13	549
A313	283
B313	46
E313	216
E413	4
▣ 14	198
E314	190
HM314	8
▣ 15	127
E315	127
▣ 16	166
BR316	1
E316	165
▣ 17	302
A317	167
BR317	6
E317	129
Total	2266

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	00:01:23	00:03:41	00:05:05	00:02:18	00:06:32	00:08:50
Aid Unit	00:01:26	00:03:35	00:05:02	00:02:09	00:06:17	00:08:26
Engine	00:01:27	00:03:43	00:05:11	00:02:25	00:06:32	00:08:57
Ladder Truck	00:01:04	00:03:50	00:04:55	00:02:07	00:06:15	00:08:22
12	00:01:27	00:03:53	00:05:20	00:02:21	00:05:35	00:07:56
Aid Unit	00:01:27	00:03:54	00:05:22	00:02:30	00:05:24	00:07:54
Engine	00:01:27	00:03:51	00:05:18	00:02:14	00:05:54	00:08:08
13	00:01:23	00:04:40	00:06:03	00:02:27	00:07:05	00:09:33
Aid Unit	00:01:27	00:04:49	00:06:16	00:02:28	00:07:12	00:09:41
Engine	00:01:13	00:04:18	00:05:32	00:02:27	00:06:34	00:09:01
14	00:01:40	00:03:53	00:05:34	00:02:26	00:05:08	00:07:34
Engine	00:01:40	00:03:53	00:05:34	00:02:26	00:05:08	00:07:34
15	00:01:34	00:04:04	00:05:38	00:02:16	00:06:04	00:08:20
Engine	00:01:34	00:04:04	00:05:38	00:02:16	00:06:04	00:08:20
16	00:01:38	00:03:55	00:05:33	00:02:31	00:05:25	00:07:56
Engine	00:01:38	00:03:55	00:05:33	00:02:31	00:05:25	00:07:56
17	00:01:38	00:04:03	00:05:41	00:02:34	00:06:08	00:08:42
Aid Unit	00:01:50	00:03:51	00:05:41	00:02:56	00:06:07	00:09:04
Engine	00:01:15	00:04:25	00:05:41	00:02:03	00:07:06	00:09:10
Total	00:01:29	00:04:03	00:05:33	00:02:26	00:06:24	00:08:50

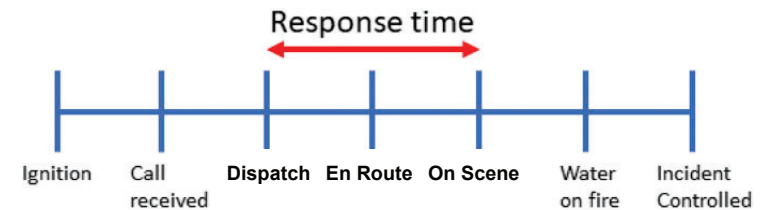
Definition:

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)

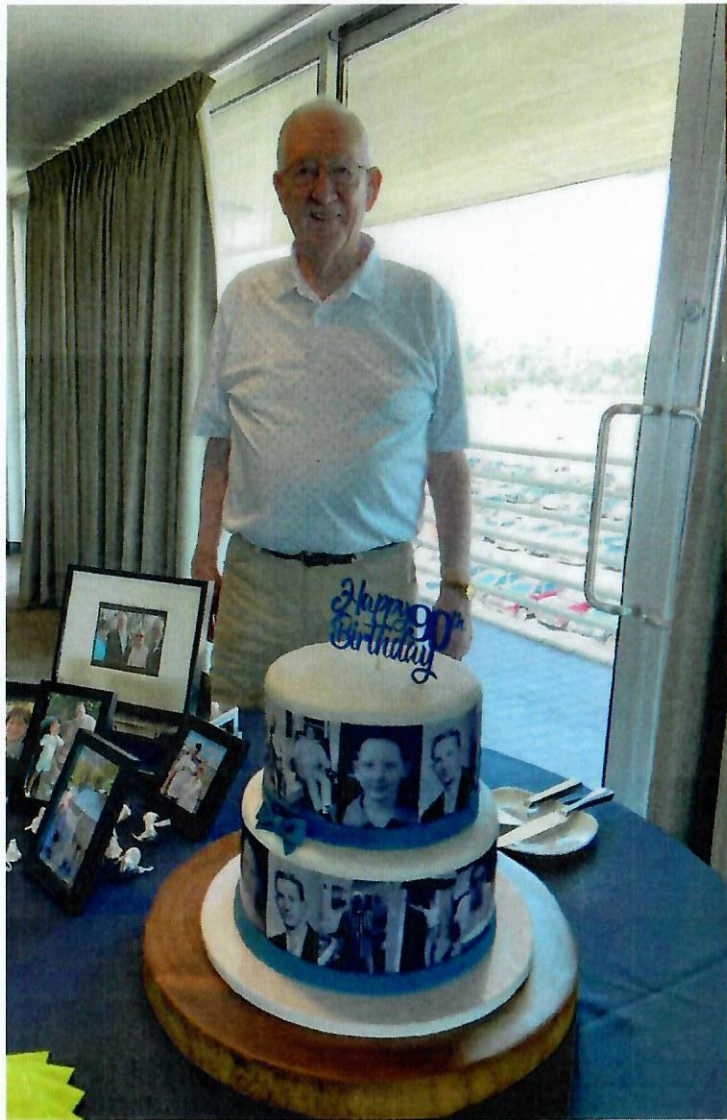
Station Areas	January	February	March	April	May	June	July	Total
11	447	354	412	347	379	373	394	2706
12	376	283	271	274	281	272	255	2012
13	434	329	370	352	394	397	454	2730
14	106	82	91	93	101	142	153	768
15	133	111	125	100	103	117	108	797
16	155	115	145	114	153	143	158	983
17	250	171	200	173	202	227	239	1462
Total	1901	1445	1614	1453	1613	1671	1760	11457

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

Incident Type Group	January	February	March	April	May	June	July	Total
100 - Fire	22	23	30	26	41	63	119	324
200 - Overpressure Rupture, Explosion, Overheat	3	2		1		2	3	11
300 - Rescue & EMS	1390	1212	1327	1230	1339	1384	1360	9242
400 - Hazardous Condition	26	19	39	17	27	20	27	175
500 - Service Call	185	49	43	43	59	51	59	489
600 - Good Intent Call	117	94	135	94	117	115	141	813
700 - False Alarm	240	114	129	135	130	142	140	1030
800 - Severe Weather & Natural Disaster	1	1						2
900 - Special Incident	1				1	1		3
Total	1985	1514	1703	1546	1714	1778	1849	12089

Responses Breakdown by Apparatus

Apparatus Station	January	February	March	April	May	June	July	Total
☐ 11	588	486	542	453	493	523	549	3634
A311	170	142	162	153	176	148	171	1122
E311	283	227	263	214	220	265	257	1729
L311	135	117	117	86	97	110	121	783
☐ 12	456	369	357	351	378	377	375	2663
A312	226	187	171	176	195	184	163	1302
A412						2	1	3
B312	29	27	34	27	38	35	39	229
CAR312	22	18	24	20	18	11	28	141
DIV312		2	3	1	2	9	4	21
E312	179	135	125	127	125	136	137	964
E412							3	3
☐ 13	490	411	463	425	488	498	549	3324
A313	252	216	247	234	260	272	283	1764
B313	33	42	32	22	34	47	46	256
E313	204	153	184	165	194	179	216	1295
E413	1			4			4	9
☐ 14	161	104	146	126	147	189	198	1071
E314	138	95	129	119	141	182	190	994
HM314	23	9	17	7	6	7	8	77
☐ 15	156	124	137	114	127	131	127	916
E315	156	124	137	114	127	131	127	916
☐ 16	197	120	156	133	171	152	166	1095
BR316	4			3		2	1	10
E316	178	120	156	130	171	150	165	1070
E416	15							15
☐ 17	310	214	229	210	234	277	302	1776
A317	173	147	143	124	153	168	167	1075
BR317				1	2		6	9
E317	137	67	86	85	79	109	129	692
Total	2358	1828	2030	1812	2038	2147	2266	14479



AID 317
DAVE BRAUN
SHANE WALTER

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To the team of
Firefighters & AID
Thank you to the team
that visited my Dads Hon
on 7/6/24. When you learned
it was his 90th Birthday you supported
a quickly assisted & transported to
Valley. While we were a tad late
to the festivities. We made it
thanks to all of you!
All the great friends
were waiting and
started Papa
John is here!
AND I'M, LIKE,
THANKFUL!
Thanks to your
whole team!
THE RAWLEY
Family!



Governing Board Agenda Item

SUBJECT/TITLE: November Regular Governance Board Meeting

STAFF CONTACT: CAO Babich

SUMMARY STATEMENT:

The regular governance board meeting scheduled on November 11, 2024 is scheduled on a holiday and, therefore, needs to be rescheduled. The board must have a quorum for this meeting to adopt the property tax levy, fire benefit charge and preliminary 2025 budget.

FISCAL IMPACT:

Expenditure _____ Revenue _____
Currently in the Budget Yes ☐ No ☐ N/A ☒

SUMMARY OF ACTION:

The RRFA is proposing we cancel the November 11th meeting and schedule a special meeting on November 12, 2024 at 10:00 a.m.

Reviewed by Legal Yes ☐ No ☐ N/A ☒

EXHIBITS:

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

I move to cancel the regular meeting scheduled for November 11, 2024, at 10:00 a.m. and schedule a special meeting on November 12, 2024, at 10:00 a.m.



Governing Board Agenda Item

SUBJECT/TITLE: Establish Public Hearing Dates

STAFF CONTACT: CAO Babich

SUMMARY STATEMENT:

In order to meet the required deadlines for filing property tax levy and fire benefit charge information with King County, we are proposing a special meeting on 10/28/2024 in lieu of the committee meetings in order to hold a public hearing on the proposed levy and fire benefit charge.

FISCAL IMPACT:

Expenditure _____ Revenue _____

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

SUMMARY OF ACTION:

Here are the proposed actions to be taken:

10/04/2024 - Send notice to publish public hearing in print on 10/10 and 10/17.

10/14/2024 - Regular Governance Board Meeting

10/28/2024 - Special Governance Board Meeting - Public Hearing on A/V Levy (RCW 84.55.120) and FBC (RCW 52.26.230).

11/12/2024 - Special Governance Board Meeting - Adopt Levy (RCW 84.52.070) and FBC (RCW 52.26.230) and Preliminary 2025 Budget in lieu of the November regular meeting on Nov. 11, 2024 that falls on Veteran's Day holiday.

11/30/2024 - Last day to certify Levy to County Assessor (RCW 84.52.020).

Reviewed by Legal Yes ☐ No ☐ N/A ☒

EXHIBITS:

2025 Budget Calendar

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

I move to hold a special meeting on 10/28/2024 at 11:00 am in lieu of the committee meetings at Fire Station #13 for the purpose of holding public hearings regarding the proposed levy and fire benefit charge.

RRFA 2025 Budget Calendar (revised 7/10/2024)

2024 Month	Date	Task	Responsible /	Participants	Goal
JANUARY					
	All Month	Review BARS and RCW for changes applicable	Administration	Finance	Ensure compliance with all updates to BARS and RCW applicable
JUNE					
	All Month	Review and update financial policies	Administration	E-Team and Finance	Evaluate current financial policies and update if necessary
	All Month	Adopt revise financial policies as necessary	Administration	Administration /	Ensure compliance with laws governing financial transactions.
JULY					
	7/16/2024	Finalize budget calendar	Administration	Administration	Ensure all applicable target dates, meeting dates, and RCW
	All Month Due- 8/12/2024	Develop/update Capital Improvement Plan (CIP)	Support Services Administration	Planning Administration	To review and update capital facilities needs and funding plan.
	All Month	Develop/update Capital Facilities Plan (CFP)	Support Services	Planning	To review and update capital facilities needs and funding plan.
	All Month	Develop/update Fire Impact Fee Rate Study	Support Services	Planning	To review and update the fire impact fee rate study and to
	Due 7/22/2024	Develop/update Fire Marshal Fees Budget schedule briefing to Governance	Office of the Fire Administration	Fire Marshal All Board Members	To review and update the fees related to the office of the fire Present budget calendar to Governance Board members during
	7/29/2024	E-Team budget meeting	Administration	E-Team	Establish overall budget guidelines and priorities, considering revenue trends, economic forecasts, projected personnel expense, major projects, and service levels.
AUGUST					
	8/12/2024	Kick-off meeting to review budget calendar,	Administration	E-Team	Kick off meeting to review budget calendar, guidelines,
	8/12/2024	Board to establish public hearing dates	Administration	All Board Members	Resolution to be adopted at Sept meeting.
	8/12/2024	Board to review and approve CIP, CFP & Rate	Administration	Finance and Planning	Present agenda item form and CFP & Rate Study to Governance
	8/22/2024	BLS estimated allocations	KCEMS	Administration	Estimated date of EMS Allocation numbers
	8/31/2024	CFP, Rate Study, and Impact Fees due to CoR	Administration	Finance/Planning	Required per IIA
	8/31/2024	Fire Marshal Fees (OFM) changes due to CoR	Office of the Fire	Office of the Fire	To review and update fees related to Fire Marshal's Office
SEPTEMBER					
	9/2/2024	Budget requests due	Line Item Managers	Division Managers &	All budget requests due by 5pm. Submittal through Incode
	9/9/2024	E Team Budget workshop	Administration	E-Team	To review budget requests and projected revenues.
	9/9/2024	Gov Board Meeting	Administration	Board Secretary	Establish Public Hearing Date of 10/28/2024
	9/16/2024	Request for King County assessed valuation	Administration	Finance	Email to request initial Levy Worksheet
	9/16/2024	Budget revisions due	Administration	Line item Managers	Revisions to budget requests due in Incode Online.
	9/16/2024	King County preliminary assessed valuation due	Administration	King County Assessor	To estimate the 2024 Property valuation and estimated 2025 Property Tax and Fire Benefit Charge.
	9/23/2024	Develop preliminary budget	Administration	E-Team	To consolidate the full budget
	9/23/2024	Fire Benefit Charge estimate	Support Services	Planning	To estimate the potential 2024 Fire Benefit Charge.
	9/23/2024	Budget workshop (Bud/Fin Committee)	Administration	Administration Bud/Fin Committee	To review suggested budget or any adjustments
OCTOBER					
	10/4/2024	Send publication notices to Renton Reporter	Admin Services	Board Secretary	
	10/14/2024	Publication of public hearing dates	Administration	Board Secretary	Publish on 10/10 and 10/17.
	10/14/2024	Finalize preliminary budget	Administration	Finance	Prepare final balanced budget for Governance Board packets
	10/14/2024	Gov Board Meeting	Administration	Finance	Proposed Budget
	10/14/2024	FD 40 contract estimate	Administration	Finance	Notice to FD40 Board Secretary of estimated contract amount.
	10/28/2024	Special Governance Board Meeting - Public Hearing on A/V Levy RCW 84.55.120 Public Hearing on FBC RCW 52.26.230	Administration	Governance Board Citizens	To review revenue sources and potential benefit charges for the subsequent year. Will replace committee meetings. Quorum <u>not</u> required.
NOVEMBER					
	11/11/2024	Regular Governance Board Meeting Cancelled	Veteran's Day Holiday		
	*11/12/2024	Special Governance Board Meeting Adopt Levy RCW 84.52.070 Adopt FBC RCW 52.26.230 Adopt Budget	Administration	Governance Board Citizens	Provide FD40 Final Contract - in no event later than 11/25 (IIA Section 6.6) *Quorum Required*
	11/30/2024	FBC Resolution provided to County Treasurer with report on public hearing RCW 52.26.230	Administration	Finance	
	11/30/2024	Levy provided to Assessor & Treasurer with report on public hearing RCW 84.52.070 Complete Ordinance 2152 Disclosure	Administration	Finance	
	11/30/2024	File budget with County RCW 84.52.020	Administration	Finance	
DECEMBER					
	12/20/2024	Budget posted to SharePoint	Administration	Finance	To make the budget visible internally
JANUARY					
	1/1/2025	Final assessed values	Administration		
	1/17/2025	Budget load in finance system	Administration		To load budget in RFA Finance System.



Governing Board Agenda Item

SUBJECT/TITLE: Right! Systems Meraki 5Yr Renewal

STAFF CONTACT: Samantha Babich

SUMMARY STATEMENT:

Required licensing and support for two firewalls, 13 switches, and 21 wireless access points.

FISCAL IMPACT:

Expenditure \$71,846.13 Revenue _____

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

SUMMARY OF ACTION:

We did not realize that this contract was renewing mid-budget cycle and we are out of contract as of 7/31/2024. Renewing for 5 years allows the RRFA to save \$23,949 over the 5 year term. The IT budget will have capacity to cover this expense in 2024.

Reviewed by Legal Yes ☐ No ☒ N/A ☐

EXHIBITS:

Quote RSIQ074679 v3

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

Motion to approve the Right! Systems Inc quote to renew the license and support agreement for the RRFA's Meraki equipment.



MERAKI 5YR RENEWAL

Sales Rep:	Sold To:	Bill To:	Ship To:	Quote Information:
Right! Systems, Inc. Carrie Sovde 800-571-1717 carrie.sovde@rightsys.com	Renton Regional Fire Authority 18002 108th Ave SE Renton, WA 98055 Scott Dominguez (425) 276-9590 sdominguez@rentonrfa.org	Renton Regional Fire Authority 18002 108th Ave SE Renton, WA 98055 Scott Dominguez (425) 276-9590 sdominguez@rentonrfa.org	Renton Regional Fire Authority 18002 108th Ave SE Renton, WA 98055 Scott Dominguez (425) 276-9590 sdominguez@rentonrfa.org	Quote #: RSIQ074679 Version: 3 Delivery Date: 07/30/2024 Expiration Date: 08/16/2024 Terms: Net 30 days Ship Via: Electronic
Prepared by: Holly Fox 800-571-1717 hfox@rightsys.com				

Meraki Renewal

Line #	Part #	Product Details	Qty	Unit Price	Extended Price
1	LIC-MX250-SEC-5YR	Meraki Advanced Security + 5 Years Support - Subscription License - 1 Security Appliance - 5 Year - MX250 Cloud Managed - Security Appliance - Subscription License 1 Security Appliance - 5 Year License Validation Period	2	\$23,917.62	\$47,835.24
2	LIC-MS250-48LP-5YR	Meraki Enterprise + 5 Years Enterprise Support - Subscription License - 1 Switch - 5 Year - Cisco Meraki Cloud Managed MS250-48LP - Switch - 48 Ports - Subscription License 1 Switch - 5 Year License Validation Period	11	\$1,263.36	\$13,896.96
3	LIC-ENT-5YR	Meraki MR Enterprise Cloud Controller License, 5 Years - Meraki MR Series Access Point - Subscription License - 5 Year License Validation Period	21	\$422.30	\$8,868.30
4	LIC-MS210-24-5YR	Meraki Enterprise + 5 Years Enterprise Support - Subscription License - 1 Switch - 5 Year - MS210-24 Cloud Managed - Security Appliance - Subscription License 1 Switch - 5 Year License Validation Period	1	\$388.86	\$388.86
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Meraki Renewal

Line #	Part #	Product Details	Qty	Unit Price	Extended Price
5	LIC-MS250-24P-5YR	Meraki Enterprise + 5 Years Enterprise Support - Subscription License - 1 Switch - 5 Year - Cisco Meraki Cloud Managed MS250-24P - Switch - 24 Ports - Subscription License 1 Switch - 5 Year License Validation Period	1	\$856.77	\$856.77

Subtotal: \$71,846.13

Quote Summary

Description	Amount
Meraki Renewal	\$71,846.13

Total: \$71,846.13

Right! Systems Inc. Standard Terms and Conditions apply. Terms are N30 OAC. Applicable sales tax and freight are excluded and will be calculated at the time of shipping unless specifically requested. Pricing is valid until the end of each month and pricing may be subject to change. All returns are subject to authorization and will be subject to a 15% restocking fee. A copy of our standard Terms and Conditions may be requested by contacting 1-800-571-1717.

Renton Regional Fire Authority

Signature: _____

Name: Steve Heitman, Fire Chief

Date: July 30, 2024



Governing Board Agenda Item

SUBJECT/TITLE: 2025-2029 Strategic Plan

STAFF CONTACT: CAO Samantha Babich

SUMMARY STATEMENT:

The 2025-2029 Strategic Plan is presented for Board consideration and approval.

FISCAL IMPACT:

Expenditure _____ Revenue _____

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

SUMMARY OF ACTION:

The RRFA, with assistance from the CPSE Technical Advisory Panel conducted a multi-day workshop of community and internal stakeholders to evaluate the current mission, vision, and values of the organization and to develop a the overarching goals, objectives, and tasks for the organization for the years 2025-2029. This document is presented for Board approval.

Reviewed by Legal Yes ☐ No ☐ N/A ☒

EXHIBITS:

2025-2029 RRFA Strategic Plan

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

Approve the 2025-2029 RRFA Strategic Plan as presented.



RENTON REGIONAL FIRE AUTHORITY

2025-2029

STRATEGIC PLAN



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Facilitated by



**Center for
Public Safety
Excellence**

The Center for Public Safety Excellence® (CPSE®) acknowledges and thanks the community and Renton Regional Fire Authority (Renton RFA) stakeholders for their participation and input into this community-driven strategic planning process. The CPSE also recognizes Fire Chief Steve Heitman and all who participated for their commitment to this process.

This community-driven strategic plan was developed in May 2024, beginning with a meeting facilitated by representatives from the CPSE for community members, as named below. The community stakeholders' feedback considered by agency stakeholders in developing this strategic plan can be found in [Appendix A](#).

Community Stakeholders

Cheryl Boudreau	Faith Moturi	Charles Seil	Shelley Thompson
Diane Dobson	Ruth Perez	Danielle Smith	Jennifer Villacres
Dave McCammon	Mark Peterson	Helen Stanwell	

The agency stakeholder work sessions, conducted over three days, involved a group representing a broad cross-section of the Renton Regional Fire Authority, as named below.

Agency Stakeholders

Dan Alexander	Tami Dauenhauer	Donald Highley	Lisa Sjoden
Samantha Babich	Charles DeSmith	Katie Lewis	Jacob Smith
Anjela Barton	LaQuanza Flowers	Kelvin Li	Evyn Villa
Patrick Boltz	Emilie Garza	Justin Olney	Kayla West
Brice Callaway	Steve Heitman	Mark Seaver	

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Message from the Fire Chief



Fire Chief Steve Heitman
Renton Regional Fire Authority

I am pleased to announce the launch of Renton Regional Fire Authority's (Renton RFA) new strategic plan, developed in partnership with the globally recognized public safety standards expert, the Center for Public Safety Excellence (CPSE). This strategic plan represents a significant milestone for our organization, embodying our commitment to excellence and continuous improvement in service to our community.

Our new strategic plan is built upon a foundation of measurable goals that ensure accountability and transparency. By collaborating with CPSE, we have aligned our objectives with the highest standards in public safety, ensuring that our agency not only meets but exceeds industry benchmarks. This plan outlines our roadmap for the coming years, focusing on critical areas such as emergency response, community risk reduction, firefighter health and safety, and operational efficiency.

At the heart of our strategic plan is a commitment to maintaining and enhancing the safety and well-being of our community. We have set clear, actionable goals to improve response operations, enhance training programs, and foster community engagement. These goals are not just aspirational but are backed by specific metrics that allow us to track progress and make data-driven decisions. Our partnership with CPSE guarantees that our strategies are informed by best practices and the latest advancements in public safety.

We believe that a successful strategic plan is one that evolves with the needs of the community it serves. As such, we are dedicated to regularly reviewing and updating our goals to reflect changing circumstances and emerging challenges. Your feedback and involvement are crucial to this process, and we encourage you to stay engaged and share your thoughts as we move forward.

Thank you for your continued support and trust in Renton RFA. Together, we will continue to build a resilient community through collaboration, innovation, and a shared commitment to public safety.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve Heitman".

Steve Heitman, Fire Chief
Renton Regional Fire Authority

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Introduction

The community serviced by the Renton Regional Fire Authority (Renton RFA) receives high levels of professionalism and efficiency from the agency's proactive approach to risk reduction and emergency mitigation. As such, the Renton RFA contracted with the Center for Public Safety Excellence® (CPSE®) to facilitate a community-driven strategic plan. The process utilized by CPSE aligns with the Commission on Fire Accreditation International's (CFAI®) fire and emergency services accreditation model but also considers all parameters prescribed by the authority having jurisdiction.

CPSE's approach to community-driven strategic planning gathers feedback and input from community and agency stakeholders while focusing on future change beyond the status quo. Beliefs, concepts, current processes, and values were among the many pieces considered and questioned to bring this planning document to reality. The Renton RFA exhibited a commitment to the implementation and execution of this plan to become more efficient and effective in alignment with its community.

Process

Understanding what the customer desires is vital to the success of any organization. In this case, the customer is the community that the Renton Regional Fire Authority serves. This applies even if the service organization is a governmental entity. Community-driven strategic planning ensures the community remains a focus of the organization's direction, and community feedback is at the heart of all deliberations and development of this strategic plan.

The process of community-driven strategic planning and the plan itself represents the embrace of transition away from how an organization has always done things, seeking to find efficiencies and outcomes based on change. The community-driven strategic plan provides a management roadmap built on a shared vision and structured for measurable results. With the involvement of a diverse group of agency stakeholders, the Renton Regional Fire Authority's community-driven strategic plan encompasses various experiences, perceptions, and perspectives that can also work to build more internal organizational symbiosis. For the desired, measurable results to be realized, the process and the strategic plan must focus on substance, not form. Only then can the Renton RFA truly benefit from the process and realize its ultimate vision.

Community Stakeholder Findings

- ✓ Identify, from the community perspective, things the agency should and should not change.
- ✓ Identify the community's expectations for the agency, concerns about or for the agency, and aspects the community views as strengths or positives.
- ✓ Define the programs provided to the community.
- ✓ Establish the community's prioritized view of the programs and services provided by the agency.



Community Stakeholder Work Session

Agency Stakeholder Work

- ✓ Identify the agency's strengths, opportunities, aspirations, and results.
- ✓ Revisit the mission statement, giving careful attention to the services and programs currently provided and which logically can be provided in the future.
- ✓ Revisit the values of the agency's membership.
- ✓ Revisit the agency's current vision, considering the consensus built from the strengths, opportunities, aspirations, and desired results.
- ✓ Identify the agency's challenges, service gaps, and causal effects through a thematic sifting process.
- ✓ Determine, by consensus, strategic initiatives for outcome-based organizational improvement.
- ✓ Develop strategic goals, SMART objectives with relative timelines, and comprehensive critical task concepts focusing on outcomes.



Agency Stakeholder Work Session

Agency Background



Renton Regional Fire Authority (Renta RFA) began operations on July 1, 2016, but the rich history of fire and life safety services dates back over a century. Renton's original fire department was formed in the early 1900s by volunteers to provide better, more efficient fire protection. A few years later, in 1908, the city took over the department via a secured charter.

In 1944, the city voted to change from a volunteer-only organization to having paid fire staff on duty around the clock. Throughout the years, the city continued to enable the fire department's growth by investing in new stations, new equipment, and highly trained staff. In 2016, the voters sided once again with improving the community's fire and life safety services by approving the creation of the regional fire authority. The organization honors the long legacy of community-focused leadership through values and actions taken to improve the community daily.



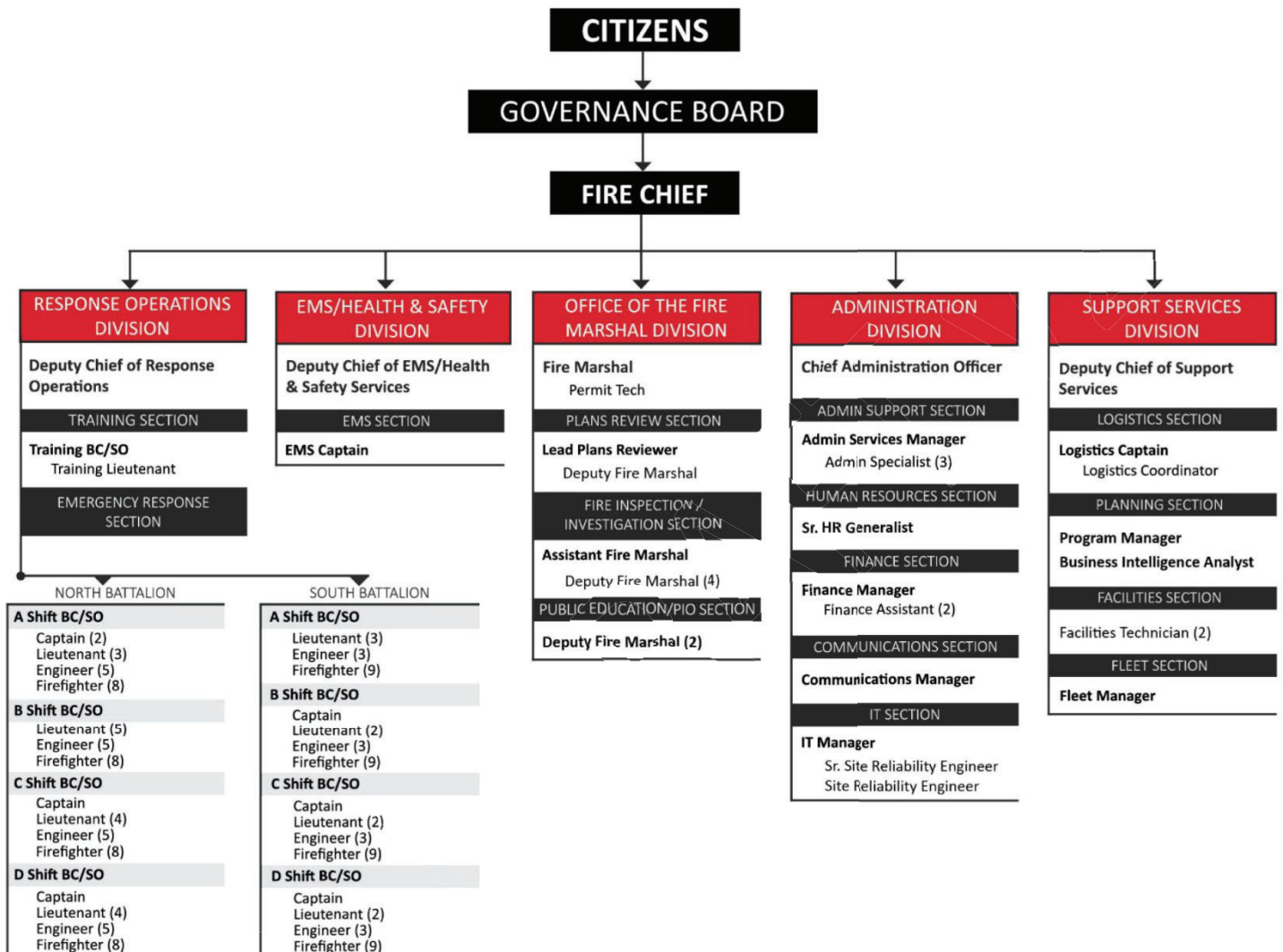
**Commission on
Fire Accreditation
International®**



Today, Renton RFA is governed by a six-person board consisting of three Renton City Council members and three Fire District 25 Commissioners. One non-voting member on the board represents King County Fire District 40. Renton RFA provides the highest level of fire and life safety services to over 130,000 Renton community members, including Fire Districts 25 and 40. An all-hazards approach provides fire suppression, basic life support with medical transport, hazardous materials mitigation, technical rescue, and water rescue. The organization also provides prevention programs, such as public education, wildland fires, and FD CARES.

In 2024, Renton RFA was assessed by the Commission on Fire Accreditation International to attain accreditation status. On August 5, 2024, Renton RFA received the distinguished Accredited Agency Award from the Commission on Fire Accreditation International. This demonstrates a commitment to continuous improvement. This commitment and dedication are derived from a deep-rooted legacy of public service and a desire to continually improve the health and safety of the community. These efforts will continue to enhance and improve services to the community long into the future.

Organizational Chart





Agency Stakeholder Work Session Participants

Mission

The mission provides an internal aspect of the existence of an organization and, to a degree, an empowering consideration for all Renton RFA members. The purpose of the mission is to answer the questions:

Who are we? Why do we exist? What do we do? Why do we do it? For whom?

A workgroup met to revisit the existing mission, and after ensuring it answered the questions, the following mission statement was created, discussed, and accepted by the entire group:

We are committed to taking a bold approach to public safety in the following areas:

- Responding to and recovering from emergencies.
- Reducing risk for all hazards.
- Building a culture of safety, support, inclusion, and belonging.
- Adapting to future challenges through strategic planning.

Values

Values embraced by all members of an organization are extremely important, as they recognize the features that make up the personality and culture of the organization. A workgroup met to revisit the existing values agreed upon by the entire group.

Professionalism

- We pursue every opportunity to deliver our best possible services to our community.
- We are actively committed to the success of the organization.
- We build on professional competence to achieve excellence.

Integrity

- We continually demonstrate honest and ethical behavior to build and earn trust.
- We bring grit in our everyday actions, displaying courage, perseverance, and strength of character.

Leadership

- Each member has a leadership role within the organization.
- We proactively identify our leaders at all levels.
- Leaders positively influence the work environment and inspire others to achieve success in their responsibilities.
- We demonstrate consistent, respectful, and responsive communication with all others.
- We invest in the professional development of our leaders.

Loyalty

- We will be mindful of how we represent our members, the organization, and the community.
- We will follow through with our commitments to ourselves, the RRFA, and the community.

Accountability

- We are personally and professionally accountable for our actions, behaviors, and decisions.
- We treat all members in a consistent and equitable manner regardless of roles and responsibilities.

Respect

- We treat internal and external customers with empathy and compassion.
- We embrace the diversity of our community, organization, and individual perspectives, experiences, and identities.

The mission and values are the foundation of this agency. Thus, every effort will be made to keep them current and meaningful, guiding the individuals who make up the Renton Regional Fire Authority to accomplish their goals, objectives, and day-to-day tasks.

Vision

An organizational vision exists to keep all agency members focused on the successful future of Renton Regional Fire Authority and to guide quality change and improvement in alignment with the community. In support of the community-driven strategic planning process, CPSE facilitated the revision of Renton RFA's vision for the future. The agency will support the reality of this vision through successful plan implementation and goal achievement.

**Building a more resilient community through collaboration, innovation,
and a commitment to public safety.**



Agency Stakeholder Work Session

Goals

Community feedback and the SOAR process led to the determination of strategic initiatives representing the high-level issues the agency stakeholders developed into goals. The Renton RFA must now make these goals a focus of efforts that will direct the agency to its desired future. Goals with complete objectives, tasks, timelines, and assignments are included in a separate **Management and Implementation Guide**.



Develop and implement a comprehensive external communication plan based on community feedback to enhance public awareness, foster community engagement, and ensure timely and transparent dissemination of information.



Enhance internal engagement by developing inclusive standards and practices that foster a sense of belonging amongst the membership using member feedback data, identified organizational opportunities for growth, internal evaluations, and a commitment to continuous improvement by all members.



Attract, develop, and retain a highly-skilled, diverse, and dedicated team of professionals committed to excellence in service, safety, and community engagement.



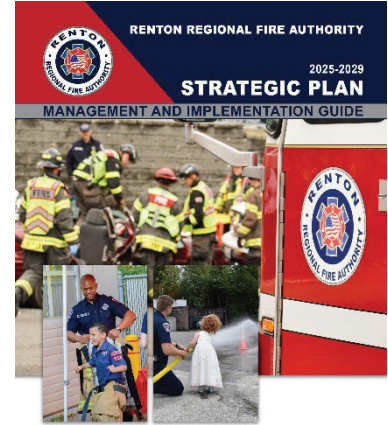
Work to reduce medical emergencies and fires to improve outcomes within our community through comprehensive and effective public education programs that are data-driven and specific to our community needs.



Maintain fiscal sustainability through effective financial planning, strategic resource management, and diversified revenue streams while ensuring transparency.

Conclusion

Working with community and department members from all levels, this strategic plan was developed-but the work is truly just beginning. Agency stakeholders must now execute and institutionalize the plan to ensure the community's expectations and Renton Regional Fire Authority's vision remain congruent. The accompanying **Management and Implementation Guide** will assist Renton RFA in the mechanics of implementation. The guide is not intended to be all-inclusive; rather, it provides flexibility to ensure future success.



"We believe that a successful strategic plan is one that evolves with the needs of the community it serves. . Together, we will continue to build a resilient community through collaboration, innovation, and a shared commitment to public safety." – Fire Chief Steve Heitman

It must be remembered that during this journey of change and improvement, recalculation may need to occur to find the success desired. This strategic plan is a roadmap to help Renton RFA navigate that change successfully. The ability to pivot to meet the current environment as implementation and adaptation occur provides a greater likelihood that the desired outcomes and efficacies will be realized as envisioned.

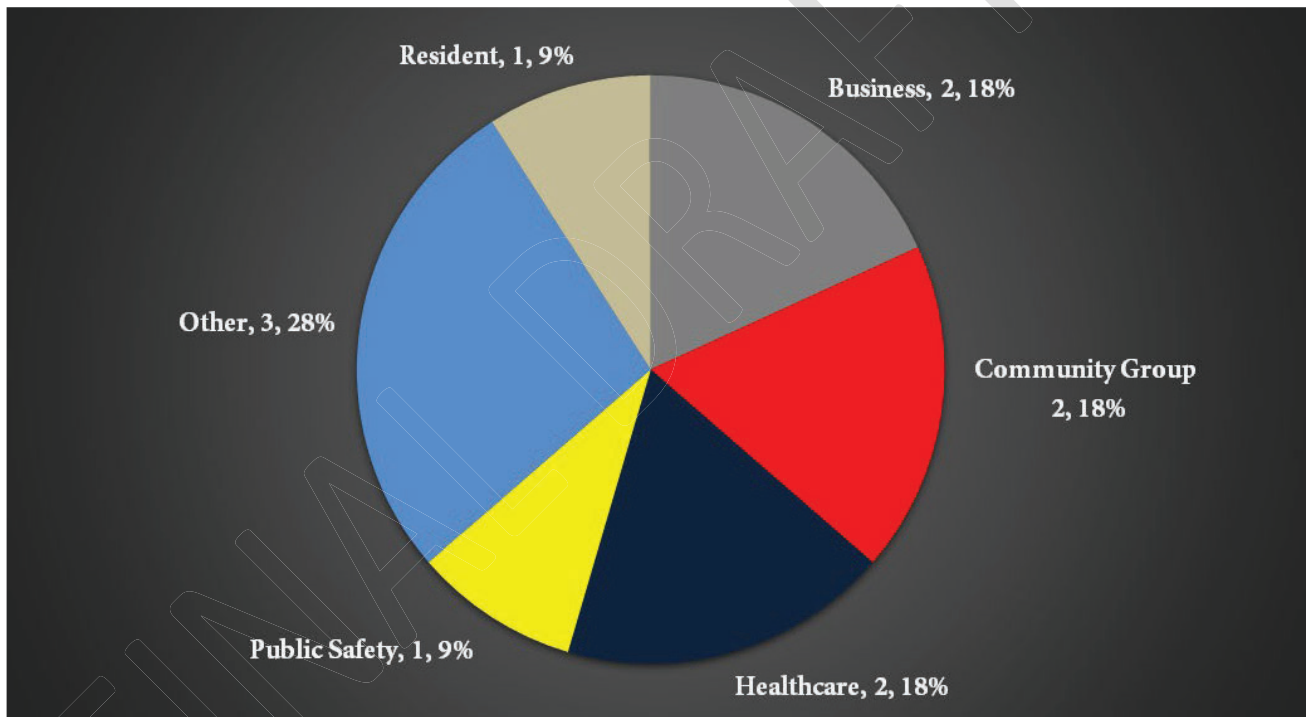


Appendices

A. Community Stakeholder Findings

The Renton Regional Fire Authority demonstrates a commitment to its community via a focus on community input and satisfaction. A community stakeholder session was held to gather feedback from the respondents on the agency and its various services delivered. The information gathered from the community stakeholder feedback provided understanding to the agency stakeholders of any misalignment with its organizational foundation and performance or values-based expectations or concerns from which new improvement strategies and processes may be created.

Community stakeholders were identified by the agency to ensure broad representation. The breakdown of groups represented is presented here:



Respondents were asked to list, in priority order, up to three subjects relative to expectations, concerns, and strengths or positives for the Renton RFA. Expectations and concerns were then analyzed for themes and weighted. The numbers in the parentheses are the cumulative weighted values that correlate with the themes identified. While the themes are listed in prioritized, weighted order, all responses were important in the planning process. Strengths or positives are listed verbatim and may be repeated based on different respondents. The specific data and findings from the community stakeholder respondents are provided to follow.

Community Expectations of the Renton Regional Fire Authority (in priority order)

1. The Fire Authority responds in a timely manner to emergencies. Response times. Timely response to events (Sr. Living community). Timely response - be there on time. (18)
2. Providing emergency services. Provide resources and services in an equitable manner so that no stakeholders end up being underserved. Fight fires and rescue things. Safety first - keep our community safe. (16)
3. Support other departments and other divisions in eastern Washinton or Tukwila - where there is a need. Collaborative emergency rescue response. Create workgroups with citizen communities to understand the aftereffects of the workings of RFD on a periodic basis -perhaps monthly. Collaboration with businesses and the public around incident response (major emergencies, training, community development). (14)
4. That the F.A. communicates with the people of its service district about its achievements. Provide more transparency, either through paid or volunteer positions that travel to schools and libraries for learning events. Response times and relevant incident information. Maintaining communication related to priorities/services. (8)
5. Public education and outreach. Educate and prevent through best practices. Teaching the community to better understand fire rules and regulations. Community engagement - improvement. (8)
6. Staffing. Increase staff so all stations are adequately staffed, trained, and prepared for firefighting and other preemptive tasks. (6)
7. Provide excellence and be fully prepared to protect lives and property in a responsive and well-equipped manner. (5)
8. Safety inspections. Support and promote regulations that prevent emergency situations. (4)
9. That the F.A. has the best equipment and training for staff. (3)
10. Maintain a state-of-the-art training program both for new employees and veteran members also with flexibility to pivot in response to unforeseen trends and developments. (3)
11. Emergency evacuation plan as it relates to facilities. (3)
12. Firefighters are more nurses and doctors these days, the organization is dragging. (1)

Areas of Community Concern about the Renton Regional Fire Authority (verbatim, in priority order)

1. I believe that people do not understand all of what RRFA provides; sadly, this is probably more from individual indifference to what public information is available. Increasing the cost of services without adequate public notice and input. With upcoming hot/dry weather - what is being done to proactively trim trees or clear brush, fuel starters in greenbelts, parks, etc. - make that known to constituents. Give more information to citizens through town hall events, etc., where the community can learn how they can assist. As a senior living community - connecting with FD regarding procedures and feedback around emergency visits for residents - connection, and communication. (23)
2. The cost of fire equipment, from ladder trucks to first aid oxygen tanks, keeps rising. Equipment costs and having up-to-date tools. Budget (balance salaries/overtime). (8)
3. The dwindling number of young people who do not see firefighting and EMT service as a possible career for the future. Recruitment and retention of firefighters and training new staff while preserving knowledge. (6)
4. Our city of Renton continues to grow and is now building more "high rises" for people to dwell in, as opposed to one-level and two-level homes. Increasing density does increase the chance of a large fatal fire. (5)

5. Response times. (5)
6. Silo approach - while it appears there is a lot of collaboration with other departments and divisions, a question arises as to how willing and receptive to critical feedback or suggestion (more firefighters than administration) is the authority. (5)
7. Challenges posed in the health care system can affect an FD's willingness to transport (primarily Valley Medical). (5)
8. Neglecting proper inspection intervals of commercial establishments, multi-family dwellings, or health care facilities. Inconsistent approach by inspectors in the field (year over year particularly). (4)
9. Staffing. (3)
10. Room for improvement in diversity - especially in leadership and public-facing roles. (3)
11. Would like to see more training around dealing with seniors (dementia/mental health) and their challenges. (3)
12. Lack of "old times" community engagement - where everybody knows your house" and volunteers. (3)
13. Policies that reduce or limit funding/resources. (1)

Positive Community Comments about the Renton Regional Fire Authority (verbatim, in no order)

- Excellent time response.
- Excellent leadership.
- The community trusts them.
- Customer service.
- Response times.
- FD Cares is a great program and is forward-thinking.
- Always respond quickly to community village concepts.
- Accurate assessments in response to 911 medical calls.
- Luckily, I only needed the fire department assist in a couple of instances, but they were professional and courteous.
- Always seem to have a positive, helpful attitude.
- I took care of my aunt for her last five years of life. She lived to 87 years. I had to call the agency three times when she broke her hip on a concrete step and two other serious events. Each time the medics came, they were timely, professional, and able to get her to Valley Medical Center so she could get treatment. I am extremely grateful.
- They do an excellent job of teaching children about fire prevention during their visits to public schools.
- Public safety training and education.
- Community engagement.
- Collaboration with other agencies.
- Professionalism.
- Reliability and response.
- Willingness to jump in to support as needed. (COVID is a shining example!)
- Partnerships with neighboring agencies, governments, and social service providers.

- Support of community programs, such as CERT.
- Responsive community engagement.
- Protection of the citizens of the Renton RFA and surrounding areas.
- While they have a strong public information effort, I also feel many do not receive or understand that information.
- CARE 14.
- Joint training.

Other Community Comments about the Renton Regional Fire Authority (verbatim, in no particular order)

- Appreciate their professionalism and how hard their job is, especially dealing with the homeless population.
- Can Renton FDA add a section to the weekly Renton Reporter re: stats that RFD is performing and stories of their accomplishments?
- Hold classes for the public on using fire extinguishers in the home.
- I enjoy receiving the quarterly newsletter. It lets us know about the agency.
- One thing I think would benefit local organizations is a program to help small business owners to navigate the costs of fire permits.
- I am so grateful for the fire authority we have!

Things the Community Feels the Renton Regional Fire Authority Should Change

(verbatim, in priority order)

1. More training in the business community to familiarize the fire department members with local settings. Education for businesses and organizations around fire safety is important. (2)
2. Continued public information; while it is present, it needs to be more. More public classes. (2)
3. Reduce expenses; we should not keep asking for money. (1)
4. Respond to fire drills in the community (annually). (1)
5. More inclusive with residents on what and how RFA is doing. (1)
6. More recruitment and advertising careers are available within the agency. (1)
7. The union approach in the community comes across (at times) as political, divisive, and self-serving. Does not scream about (here for) the community. (1)

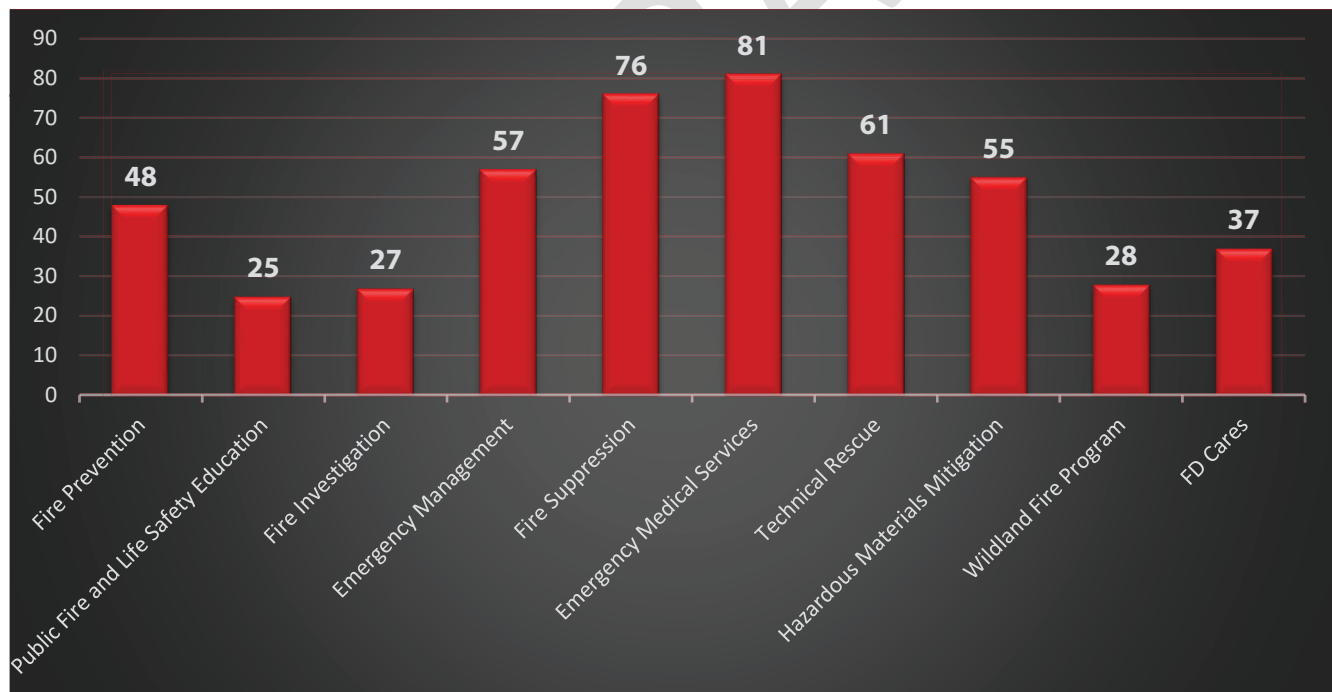
Things the Community Feels the Renton Regional Fire Authority Should NOT Change

(verbatim, in priority order)

1. Excellent EMT services to the community. High availability of essential services. The engineer services, fire, and medical. (3)
2. Continued medical training for firefighters for assessments (medical). Training. (2)
3. Focus on customer service. (1)
4. Offering sessions like the one today that invite residents to participate in the future operability of RFD. (1)
5. The continued and intentional approach toward diversity and representation and celebration and promotion of the same. (1)
6. Time response. (1)

Community-Prioritized Programs

Understanding how the community prioritizes the agency's programs and services allows the Renton Regional Fire Authority to ensure its focus on resource allocation aligns. With that, prioritization feedback was garnered with an instrument that compared the prioritization of the programs and services offered by the Renton RFA. The results were as follows:



B. Agency Stakeholder Work

A group of agency stakeholders representing the various segments of the Renton RFA attended a three-day work session to review the community feedback, develop or revise the agency's mission and values, and establish a quality focus on the way forward in developing this community-driven strategic plan. Additionally, the process included an environmental scan in the form of a strengths, opportunities, aspirations, and results (SOAR) analysis to better understand the current situational aspects impacting the agency.

SOAR

The agency's internal stakeholders utilized a strategic environmental analytic method known as SOAR: where members consider the organization's current strengths, opportunities, future aspirations, and strategic results to formulate a path for continuous improvement. The SOAR process was conducted for reflection, focus, and alignment with the organization's set of values, its vision, and its mission. This appreciative inquiry process provided environmental scanning for strategic direction, associated plans through the application of innovative ideas, and a positive strategic framework that brings clarity to the agency's vision for leadership in day-to-day functions.

Strengths

Our people's commitment that all members of RRFA have for the organization and vice versa.	Financial stability through community support, such as equipment, community, and budgets.
Culture, the way we treat the community, our membership (even the newest members), and partner organizations with respect and cooperation.	Reciprocal and respectful regional partnerships (Renton Police Department, neighboring agencies, and city employees).
Organizational transparency, such as newsletters, budgets, and public education.	Support from leadership at all levels through providing resources and opportunities.
Internal experts build trust with our governance board, allowing for an agile response to community needs.	Community involvement (processes currently employed by the authority).
Overall professionalism to the community.	Creating opportunities for professional development.
Culture of continuous improvement.	Financial stability continued (grants).
Commitment to support- community engagement at all levels.	EMS culture- a commitment to providing excellent care and transports.
Bravery in adopting new technology and methods.	Push and utilize software to its maximum.
A demonstration of proficiency in service delivery and programs.	Commitment to the overall health and wellness of our members and peer support.
Agility of the RFA governance and structure reduces bureaucracy.	We hold our members accountable through a focus on organizational values.
Commitment to organizational improvement (training).	Commitment to innovation.

Interdepartmental collaboration, such as the willingness of each division to work with and for one another.

Opportunities

Create a risk assessment methodology that ties to community and firefighter safety.	Increase education for the community, such as fire safety and prevention.
Develop communication strategy and media (more information given).	Increase staffing and recruitment to accommodate growth and diversity using innovative methods.
Increased population and construction growth result in the need for apparatus and staffing.	Establish higher level training to develop our workforce, including succession planning.
Mental health education from date of hire.	Using our data analysis to drive programs and outcomes.
Increase internal communications (quarterly newsletters with all divisions represented updates).	Continuing to evaluate partnerships to maintain or retract based on need, cost, or efficiency.
Explore and expand ways of community outreach - more timely, other formats, targeting what the community wants and needs, and a broader scope of what we do at all levels.	Continue to strengthen internal, inter-division buy-in and participation in community communications (especially response operations and communications).
Create a pathway for members at every level to submit ideas using a structured, clear methodology.	Continue to grow as an organization (fire district 40 and fire district 20).
Learn and engage with the new generation to learn progressive ideas and incorporate them into actionable outcomes.	External entities offer financial preparedness and educational offerings to all members as their career progresses.
Continue to diversify the delivery platforms, distributing through video, e-newsletters, in-person, etc.	Reduce call volume and hospital wall time through community outreach, education, and RRFA data analysis.

Aspirations

Have our community understand what their fire department is and does.	Ensuring a healthy workforce through mental, physical, and financial support.
Add value to the community so they see the agency as an embedded necessary function, regardless of the cost.	Achieve a Washington Survey and Rating Bureau (WSRB) of 1 to attain the achievement of a gold standard.
Grow resources and services to match growing community needs.	Be an organization that has systems, processes, and policies that other agencies aspire to have.
Contribute to a safer Renton community through highly trained and equipped responders, quality programs, and community focus.	Ensure highly qualified and technically trained staff through professional development and training opportunities.
Maintain fiscal sustainability while exploring and developing revenue streams to offset the cost to the community.	RFA leads an innovative process that organizes and supports a bold and inclusive approach to hiring and retention.

Results

Group 1	Group 2	Group 3
<ul style="list-style-type: none"> - Retention rate. - Financial stability- levy lid lift, Fire Benefit Charge. - Community support through donations and grants. - RFA-more efficient, more effective, and full control of money. - Innovation- ESO, finance, state-of-the-art fire props, SharePoint, billing processes. - Transparency- chiefs ask me anything, monthly board reports, budget information, chiefs chat. - Partnerships- operational consistency, Zone 3 resources. - Measurable reductions through data analysis. - Meet all mandated certifications, requirements, and hours. - Reduced light duty and sick leave hours and light claims. - Reduction in employees leaving for financial reasons. - Ensure Renton RFA gets 90% of recruits out of the academy. 	<ul style="list-style-type: none"> - Annual report showing a decrease in property loss due to building familiarity. - Data-driven focused education for the community to determine public education topics. - Increase platforms and methods we use to communicate with the community. - Track the demographics of the department from hire to forward. - Other organizations adopt our policies, procedures, and methods for all divisions. - The addition of an AidCar and ladder truck and people to staff them. Staffing in all divisions to accommodate increased workload. - Community support in future elections and increased participation in community surveys. - Increased award of grants. - EMS/Fire- at SKCFTC, Renton RFA is used as lead instructors and academies. - Our technical teams are asked to partner with other organizations. - Medic 1 feedback is that we are excellent. - Culture—Feedback from other organizations, both public and private, is great. Comments on how operations treat candidates and how OFM works with businesses. Correspondence on how the community is treated. - Technical/methods- cameras for station security, ESO for EMS and OFM, SharePoint, Dashboards, Nitroforms, digital signatures, etc. 	<ul style="list-style-type: none"> - Certifications, credentialing, Seattle Leadership Academy, Senior EMS Instructor. - Approval of programs such as FD Cares, Mobile Integrated Health, Integrated Health, etc. - \$100,000 in grants in 2023 - Open House, DEI, Women in Fire - Over 700 ride-alongs over six years. - Reduction in call volume. - Increase in diversity of candidate pool. Decrease in academy fail rate. - Continued support for fire props. - Reduced Insurance rates (WSRB/prop Ins). - Renton RFA merges with Fire District 40 and Fire District 20. - Higher quality and quantity of communications to the community, as measured through metrics like views, engagement, quantity distributed, etc. - Reduction in member sick leave. - Greater participation in extracurricular events.

Programs and Services

It is imperative that agency stakeholders distinguish between the core deliverables (programs and services) provided by the Renton Regional Fire Authority and those supporting services that help the agency provide the core programs and services. With this understanding, the agency stakeholders can further define where the issues and gaps exist within the organization and provide more basis for the environmental scan that is conducted. To bring this understanding to fruition, CPSE provided guidance and gained consensus understanding with the entire group so that the difference between the deliverables and the supporting functions were understood.

Challenges and Service Gaps

After sifting through data and feedback provided by the community stakeholders, and the internal environmental scan conducted, the agency stakeholders, by consensus and group effort, determined that the following challenges and service gaps exist within the Renton Regional Fire Authority. Each challenge or gap listed is accompanied by the causal effects determined by the two groups. They are then linked to the strategic initiative identified by the agency stakeholders.

Group 1	Group 2	Initiative Link
Communication <ul style="list-style-type: none"> Staffing External- public education, participation and input from the community, multimedia, school programs, CPR programs, senior programs, data-driven, focused content. Public relations- multimedia, open houses, education regarding services provided. Education regarding services provided. 	External Communication <ul style="list-style-type: none"> Resources (staffing) Costs/Compensation Policies Refinement of electronic communications (website, forms, navigation, etc.) Partnerships Transparency (budget, training, etc.) Content 	External Communication
Communication <ul style="list-style-type: none"> Develop a methodology for all employee input. Updated communication in a formal manner at regular intervals. 	Internal Engagement <ul style="list-style-type: none"> Idea for pathways Communication Organizational events and activities Support of organizational camaraderie 	Internal Engagement
Recruitment and Retention <ul style="list-style-type: none"> Lack of experience Small applicant pool Generational gaps Testing process Competitive wages and benefits Onboarding process 	Staffing <ul style="list-style-type: none"> Hiring (process/pathways) Recruiting Retention Professional development Mentorship Benefits/Compensation 	Recruitment and Retention

Group 1	Group 2	Initiative Link
Public Education <ul style="list-style-type: none"> External- public education, participation and input from the community, multimedia, school programs, CPR programs, senior programs, data-driven, focused content. 	Public Education <ul style="list-style-type: none"> Funding Instructors/Staffing Curriculum development Needs assessment (CRA/SOC) data Partners Targeted audience Equipment and props Data analysis 	Public Education
Fiscal Responsibility <ul style="list-style-type: none"> Budget process Staffing Local economy Property values Rising costs Forecasting revenues and expenses Contracts Capital projects and delivery times. Input from the community. Grants 	N/A	Fiscal Responsibility

The following information is raw data from the deliberation of the two workgroups that are *not* linked directly to a strategic initiative but remain important. The department is best served to understand and embrace this other information as it moves forward for deliberative purposes and consideration of support of the strategic initiatives.

Group 1	Group 2	Topic
Resources <ul style="list-style-type: none"> Staffing Reliability/response Develop realistic response standards. Policy development Evaluate planning zones. Capital projects and delivery times. Curriculum development (public) based on data analysis. 	N/A	Resources

Strategic Initiatives

Based on all previously captured information and determining critical issues and service gaps, the following strategic initiatives were identified as the foundation for developing goals and objectives.

External Communications

Internal Engagement

Recruitment and Retention

Public Education

Fiscal Responsibility

Complete goals with objectives, tasks, and outcomes can be found in the accompanying **Management and Implementation Guide**.



2025-2029 STRATEGIC PLAN



Governing Board Agenda Item

SUBJECT/TITLE: KCFD40 Resolution No 587 Requesting Annexation to the Renton Regional Fire Authority

STAFF CONTACT: Fire Chief Steve Heitman

SUMMARY STATEMENT:

A resolution of the board of fire commissioners of King County Fire Protection District No. 40 requesting annexation to the Renton Regional Fire Authority upon such terms and conditions as are just.

FISCAL IMPACT:

Expenditure _____ Revenue _____

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

SUMMARY OF ACTION:

For board discussion, no action required.

Reviewed by Legal Yes ☐ No ☐ N/A ☐

EXHIBITS:

King County Fire District 40 Resolution No. 587

RFA GOVERNANCE BOARD RECOMMENDED ACTION:

For discussion at this time.



KING COUNTY FIRE PROTECTION DISTRICT #40
14810 SE Petrovitsky Road
Renton, WA 98058
(425) 255-0931

Resolution No. 587

RESOLUTION REQUESTING ANNEXATION

A RESOLUTION OF THE BOARD OF FIRE COMMISSIONERS OF KING COUNTY FIRE PROTECTION DISTRICT NO. 40 REQUESTING ANNEXATION TO THE RENTON REGIONAL FIRE AUTHORITY UPON SUCH TERMS AND CONDITIONS AS ARE JUST

WHEREAS, a fire protection jurisdiction that is located within reasonable proximity to the boundary of a regional fire protection service authority is eligible for annexation by the authority, pursuant to RCW 52.26.300 (1);

WHEREAS, said annexation is initiated by the adoption of a resolution by the governing body of a fire protection jurisdiction requesting the annexation, pursuant to RCW 52.26.300 (2);

WHEREAS, except as otherwise provided in the regional fire protection service authority plan, on receipt of the resolution requesting annexation, the governing board of the authority may adopt a resolution amending its plan to establish terms and conditions of the requested annexation, and submit the resolution and plan amendment to the fire protection jurisdiction requesting annexation, pursuant to RCW 52.26.300 (3);

WHEREAS, an election to authorize the annexation may be held only if the governing body of the fire protection jurisdiction seeking annexation adopts a resolution approving both the annexation and the related plan amendment, pursuant to RCW 52.26.300 (3);

WHEREAS, King County Protection District No. 40 (hereinafter the "District") has a longstanding relationship with the City of Renton, and more recently, the Renton Regional Fire Authority ("Authority"), which the District believes to be a logical service partner; and

WHEREAS, the District believes it to be in the best interest of the citizens of the District for the District to initiate annexation to the Authority upon satisfaction of the terms and conditions set forth in this Resolution;

NOW THEREFORE BE IT HEREBY RESOLVED BY THE BOARD OF FIRE COMMISSIONERS OF THE DISTRICT, AS FOLLOWS:

1. The District hereby requests annexation to the Authority, upon the following terms and conditions:

- I. That the District not be dissolved by virtue of said annexation, and that the District retain the authority to dissolve in accordance with RCW 52.26.120.
- II. That the Authority Plan be amended to reflect the following composition of the Authority Governance Board (check one):

- ☐ 4-2-2: Four commissioners being elected officials of the City of Renton, two commissioners being elected officials of Fire District 25, and two commissioners being elected officials of Fire District 40.
- ☒ 3-2-2: Three commissioners being elected officials of the City of Renton, two commissioners being elected officials of Fire District 25, and two commissioners being elected officials of Fire District 40.
- ☐ 2-1-1-2: Two commissioners being elected officials of the City of Renton, one commissioner being an elected official of Fire District 25, one commissioner being an elected official of Fire District 40, and two commissioners being at-large commissioner positions created pursuant to RCW 52.26.080 (3), with said at-large commissioners representing all jurisdictions participating in the Authority.

Any vacancies resulting from the amended composition of the Governance Board are subject to RCW 52.14.050.

- III. That the citizens of the District not be subject to a material tax increase by virtue of annexation to the Authority or assume any of the Authority's pre-existing indebtedness.

~~IV. That there be equity in capital improvements within the territory of the Authority post-annexation, meaning that if a particular asset belonging to the Authority prior to annexation is improved, that a corresponding improvement be conferred on capital assets in the possession or control of the District prior to annexation, to ensure uniformity in capital improvements within the Authority post-annexation.~~

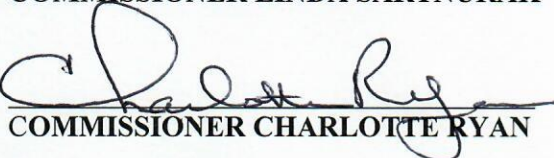
- V. That the service level to the citizens of the District not be compromised in any manner by virtue of annexation.
- VI. That at the effective date of annexation, all real property, personal property, funds, credits, or other assets held by the District be transferred and credited to the Authority, pursuant to RCW 52.26.100 (2)(a).
- VII. That the annexation be effective immediately upon certification of the election results and that the interlocal agreement between the District and the Authority terminate upon the effective date of annexation.


2. The District requests that, upon receipt of this Resolution, the Authority Governance Board adopt a resolution amending its plan to establish terms and conditions of the requested annexation, and submit the Authority's resolution and plan amendment to the District, pursuant to RCW 52.26.300 (3);
3. That the District, upon receipt and acceptance of the Authority's resolution and plan amendment, as set forth by District resolution, may adopt a resolution approving both the annexation and the related plan amendment, and upon acceptance, shall call a special election calling for annexation, pursuant to RCW 52.26.300 (4), with an election date of APRIL 2025.
4. That the Authority assume Lead Agency status in connection with any proceedings or processes before the King County Boundary Review Board, including but not limited to the preparation of a Notice of Intention pursuant to RCW 36.93.090.

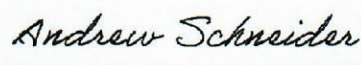
RESOLVED this 8th day of August, 2024


COMMISSIONER STEVE PARSONS


COMMISSIONER LINDA SARTNURAK


COMMISSIONER CHARLOTTE RYAN


COMMISSIONER JOE PRATT


COMMISSIONER ANDREW SCHNEIDER