



Renton Regional Fire Authority
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MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, August 12, 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 McIrvin (City of Renton)

Governance Board Members Not Present:

Marcus Morrell (Fire District 25)
Andrew Schneider (Non-Voting Advisory Position, Fire District 40)

Administrative Staff Present:

Fire Chief Steve Heitman, Chief Administration Officer Samantha Babich, Fire Marshal Anjela Barton, Deputy Chief Mark Seaver, Deputy Chief Dan Alexander, Administrative Services Manager Christine Noddings, Communications Manager Katie Lewis, Site Reliability Engineers Wyatt Humphreys and Javier Esparza, Sr. HR Generalist Vennessa Medford, Board Secretary Samantha Vergara, and RFA Attorney Brian Snure.

Public Present In-Person:

Chelsie, Josiah and Eligha Beggin, Robert Jr., Hannah and Charlotte Hyslop, Carmen Rivera

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

Per the request of Chief Heitman, Board Chair Abercrombie stated an executive session has been called during this meeting.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Chief Heitman opened the promotional ceremony. Deputy Chief Seaver presented the promotion of Dan Beggin to Lieutenant.

Chief Heitman presented the Letter of Commendation to Engineer Estibal and to Captain Hyslop and acknowledged Engineer Felt.

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Chief Heitman presented the Unit Citation to Station 12, A-Shift: Cpt. Hyslop, Cpt. Rismiller, Eng. Nagle, Eng. Caldwell and FF Reyes.

Board Chair Abercrombie acknowledged and thanked all recognized in today's presentations.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

Approval of minutes from the July 8, 2024, regular meeting and the approval of vouchers.

A **MOTION** was made by Board Member Alberson and **SECONDED** by Board Member McIrvine to approve the consent agenda for August 12, 2024. **MOTION CARRIED (5-0)**

SIGNING OF VOUCHERS

The governance board members signed the voucher approval letter for August 12, 2024.

BOARD COMMITTEE REPORTS

There were no board committee reports.

CHIEF'S REPORT

Chief Heitman presented his report. The chief announced the CFAI Commission officially granted accreditation status to the RFA and will share the plaque with the board at the end of the meeting.

Regarding the proposed Amazon project, there was discussion among the board members, including insight from RRFA Attorney Snure on possible implications of this proposal.

DIVISION REPORTS

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

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

Board Chair Abercrombie shared he attended the CPR Event at the ShoWare and completed the workshop, noting what he learned and appreciated the collaboration among the Zone 3 fire organizations.

After Fire Marshal Barton presented her report, Board Member Alberson asked for clarification on the crews visiting homeless encampments. DC Seaver shared that according to our crews, this was a discussion in a safety meeting among our crews for incident responses at encampments.

CORRESPONDENCE

Chief Heitman shared a thank you letter sent to our Aid Unit Station 17 District #40 crew.

UNFINISHED BUSINESS

There was no unfinished business.

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NEW BUSINESS

November 2024 Regular Governance Board Meeting

Our next regular meeting is set on Veterans Day holiday and must be rescheduled. RRFA is proposing to hold a special meeting the following day, Nov. 12th, at 10:00 a.m.

A **MOTION** was made by Board Member McIrvin and **SECONDED** by Board Member Alberson to reschedule the November meeting as presented. RRFA attorney Snure, noted that per RCW, if a regular meeting falls on a holiday, it may be rescheduled on the next business day as a regular meeting, not a special meeting.

Board Member McIrvin amended his motion to a regular meeting instead of a special meeting. **MOTION CARRIED (5-0)**

Establish Public Hearing Dates (for Property Tax Levy/FBC), Budget Calendar

In order to meet the required deadlines for filing property tax levy and fire benefit charge information with King County, RRFA is proposing a special meeting for a public hearing on Oct. 28, 2024, in lieu of the committee meetings scheduled that day.

A **MOTION** was made by Board Member Alberson and **SECONDED** by Board Member McIrvin to hold a special meeting on Oct. 28, 2024, in lieu of the committee meetings. **MOTION CARRIED (5-0)**

Meraki License and Support Agreement

Required licensing and support for two firewalls, 13 network switches and 21 wireless access points with Right! Systems Meraki. This is a 5-year renewal saving the RRFA a substantial amount over the 5-yr term.

A **MOTION** was made by Board Member Alberson and **SECONDED** by Board Member O'Halloran to approve the Right! Systems Inc quote to renew the license and support agreement as presented. **MOTION CARRIED (5-0)**

2025-2029 Strategic Plan

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

Board Chair Abercrombie inquired about the changes in the proposed strategic plan. CAO Babich confirmed this replaces the current plan and is completely updated. Chief Heitman added this is now a measurable plan and more in-depth.

A **MOTION** was made by Board Member O'Halloran and **SECONDED** by Board Member McIrvin to approve the 2025-2029 Strategic Plan as presented. **MOTION CARRIED (4-1)**

KCFD 40 Resolution No. 587

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

Chief Heitman shared the KCFD 40 resolution for annexation into the RRFA, requesting all board members to review.

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Board Member O'Halloran inquired about the map of KCFD 40 provided to board members during this meeting. CAO Babich noted this is an existing map only for viewing. There was some discussion with Chief Heitman and Attorney Snure.

A **MOTION** was not required, this was for board discussion only.

GOOD OF THE ORDER

Chief Heitman shared the plaque presented to Renton RFA when our organization was granted accreditation status.

Board Member O'Halloran and Board Chair Abercrombie acknowledged this accomplishment.

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.


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

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

Board Chair Abercrombie adjourned the meeting at 11:15 a.m.


[Kerry Abercrombie \(Sep 15, 2024 11:19 PDT\)](#)

Kerry Abercrombie, Board Chair


Samantha Vergara, Board Secretary