



Renton Regional Fire Authority
18002 108th Ave SE
Renton, WA 98055
Office: (425) 276-9500
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MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, January 13, 2025

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

CALL TO ORDER

Governance Board Chair Abercrombie called the regular meeting to order at 10:00 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)

Ryan McIrvine (City of Renton) *Joined the meeting at 10:04*

Marcus Morrell (Fire District 25)

Ed Prince (City of Renton)

Governance Board Members Not Present:

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

Administrative Staff Present:

Fire Chief Steve Heitman, Fire Marshal Anjela Barton, Deputy Chief Mark Seaver, Deputy Chief Dan Alexander, Finance Manager LaQuanza Flowers, Administrative Services Manager Christine Noddings, Site Reliability Engineer Javier Esparza, Board Secretary Samantha Vergara, and RFA Attorney Brian Snure.

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

AGENDA MODIFICATIONS

There were no agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Board Chair Abercrombie welcomed Renton Councilmember Ed Prince back to the governing board.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

A **MOTION** was made by Board Member Alberson and **SECONDED** by Board Member Prince to approve the consent agenda for January 13, 2025. **MOTION CARRIED (5-0)**

SIGNING OF VOUCHERS

The Governance Board Members signed the Voucher Approval letter for January 13, 2025.

GOVERNANCE BOARD REGULAR MEETING MINUTES

January 13, 2025

Page 2 of 3

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

CHIEF'S REPORT

Chief Heitman presented his report.

Vice Chair Alberson inquired about the Battle of the Badges event and traffic/access for the public. Chief Heitman responded, noting no issues with the new event location.

DIVISION REPORTS

Deputy Chief Alexander presented the Administration report on behalf of CAO Babich.

Board Member Prince inquired about the graph of the public records 2024 annual report and DC Alexander responded.

Board Member McIrvine asked about the upward trend of records requests compared to previous years. DC Alexander, Board Secretary Vergara and Fire Marshal Barton responded.

Regarding the EMS, Health and Safety Division, DC DeSmith is retiring at the end of January 2025. DC Alexander notified the board that he will transition to EMS, Health and Safety.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Procurement Policy Update

Finance Policy 2310 has been updated. Finance Manager LaQuanza Flowers presented, specifying the affected sections.

Board Chair Abercrombie inquired about the added employment security department and Finance Manager Flowers responded.

A **MOTION** was made by Vice Chair Alberson and **SECONDED** by Board Member McIrvine to approve the updated Policy 2310 as presented. **MOTION CARRIED (6-0)**

Appointment of Board Chair and Vice Chair for the 2025 Term

There was board discussion and a final agreement among the board members to appoint Vice Chair Alberson as Chair and Board Member Cook as Vice Chair.

A **MOTION** was made by Board Member McIrvine and **SECONDED** by Board Chair Abercrombie to approve the appointed Chair and Vice Chair for 2025. **MOTION CARRIED (6-0)**

GOVERNANCE BOARD REGULAR MEETING MINUTES

January 13, 2025

Page 3 of 3

GOOD OF THE ORDER

The board members discussed and agreed upon the meeting schedule for the monthly Budget/Finance and Operations/Capital committee meetings as well as which board member would serve on each committee.

Newly appointed Chair Alberson asked for an update on the current status of the building on 6th and Park and the expectation of fire response. Fire Chief Heitman noted our fire response in defensive tactics only, to keep the fire from spreading. Fire Marshal updated the board of the continued liability issue, including fire code violations.

Board Member Abercrombie acknowledged Chief Heitman and the RFA leadership for their work in 2024. Chief Heitman credited his team for all their efforts.

Board Chair Alberson inquired about the status of the Fire District 40 annexation. Chief Heitman updated the board of the next steps, beginning with adding this to the April ballot.

EXECUTIVE SESSION

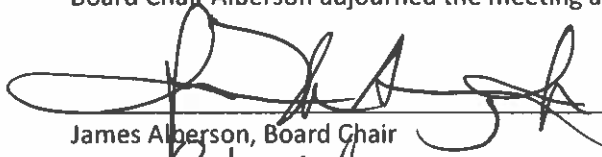
There was no executive session.

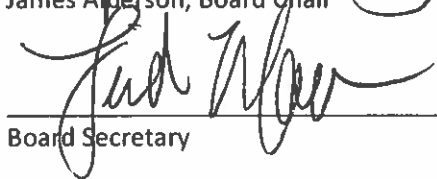
FUTURE MEETINGS

- Monday, January 27, 2025, 10:00 a.m., Budget/Finance Committee Meeting, Video Conference
- Monday, January 27, 2025, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
- Monday, February 10, 2025, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference

ADJOURNMENT

Board Chair Alberson adjourned the meeting at 10:39 a.m.


James Alberson, Board Chair


Board Secretary