



**Renton Regional Fire Authority**  
18002 108<sup>th</sup> Ave SE  
Renton, WA 98055  
Office: (425) 276-9500  
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## **MINUTES**

### **RFA Governance Board Regular Meeting**

**10:00 A.M. – Monday, May 11, 2026**

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

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### **CALL TO ORDER**

Governance Board Chair Cook called the regular meeting to order at 10:02 a.m.

### **ROLL CALL**

#### **Governance Board Members Present:**

Sean Cook, Chair (Fire District 25)  
Ed Prince, Vice Chair (City of Renton)  
Andy Adolfsen (Fire District 25)  
Ryan McIrvine (City of Renton)  
Steve Parsons (Fire District 40)  
Ruth Pérez (City of Renton)  
Linda Sartnurak (Fire District 40)

#### **Administrative Staff Present:**

Fire Chief Steve Heitman, Chief Administration Officer Samantha Babich, Fire Marshal Anjela Barton, Deputy Chief Ryan Simonds, Communications Manager Kaite Lewis, Finance Manager LaQuanza Flowers, Program Manager Lisa Sjoden, Business Intelligence Analyst Kelvin Li, HR Generalists Vennessa Medford, Memories Mannix and Carolina Alba, Facilities Technician Don Highley, Site Reliability Engineer Javier Esparza, and Board Secretary Samantha Vergara

#### **Public Present:**

Family members of Sr. Business Intelligence Analyst Kelvin Li

### **AGENDA MODIFICATIONS**

There were no agenda modifications.

### **ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**

#### **Promotional Ceremony**

Chief Heitman presented certificates of promotion to Kelvin Li, who promoted to Sr. Business Intelligence Analyst and to Javier Esparza, who promoted to Sr. Site Reliability Engineer. Board Chair Cook thanked both recipients, acknowledging their promotions.

#### **Proclamation: Emergency Medical Services Week**

Vice Chair Prince read the proclamation, announcing the week of May 17 - 23, 2026 as Emergency Medical Services Week.

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### Acknowledgement: International Firefighter's Day

Board Chair Cook acknowledged May 4, 2026, as International Firefighter's Day.

### PUBLIC COMMENT

There was no public comment.

### CONSENT AGENDA

Approval of minutes from the April 13, 2026, regular meeting and the approval of vouchers.

A **MOTION** was made by Board Member Prince and **SECONDED** by Board Member Mclrvn to approve the consent agenda for May 11, 2026. **MOTION CARRIED (7-0)**

### SIGNING OF VOUCHERS

The governance board members signed the voucher approval letter for May 11, 2026.

### BOARD COMMITTEE REPORTS

There were no committee reports.

### CHIEF'S REPORT

Chief Heitman presented his report which included the introduction of RFA's newest member: Carolina Alba, Human Resources Generalist.

### DIVISION REPORTS

CAO Babich presented the Administration report, which included a high-level summary of the 2026 Q1 Finance Report.

FM Barton presented the Office of the Fire Marshal report.

DC Simonds reported on Support Services, noting the construction of Station 16 is on track.

DC Simonds reported on Response Operations on behalf of DC Seaver.

### CORRESPONDENCE

There was no correspondence.

### UNFINISHED BUSINESS

There was no unfinished business.

### NEW BUSINESS

There was no new business.

### GOOD OF THE ORDER

Reminder that our May 25<sup>th</sup> committee meetings are canceled for the Memorial Day holiday.

Board Chair Cook gave notice that he will be out of town and unavailable to attend the June regular board meeting. Vice Chair Prince will chair the meeting.

### EXECUTIVE SESSION

There was no executive session.

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**FUTURE MEETINGS**

- Monday, June 8, 2026, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108<sup>th</sup> Ave SE, Renton) / Video Conference

**ADJOURNMENT**

Board Chair Cook adjourned the meeting at 10:26 a.m.

  
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Ed Prince, Board Vice Chair

  
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Samantha Vergara, Board Secretary

