



Renton Regional Fire Authority

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Renton, WA 98055

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MINUTES

RFA Governance Board Regular Meeting

10:00 A.M. – Monday, September 14, 2026

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

CALL TO ORDER

Governance Board Vice Chair Prince called the regular meeting to order at 10:05 a.m. on behalf of Board Chair Cook (attending virtually).

ROLL CALL

Governance Board Members Present:

Sean Cook, Chair (Fire District 25)

Ed Prince, Vice Chair (City of Renton)

Andy Adolfson (Fire District 25)

Ryan McIrvine (City of Renton)

Linda Sartnurak (Fire District 40)

Governance Board Members Not in Attendance:

Steve Parsons (Fire District 40)

Ruth Pérez (City of Renton)

Administrative Staff Present:

Fire Chief Steve Heitman, Chief Administration Officer Samantha Babich, Fire Marshal Anjela Barton, Deputy Chief Mark Seaver, Deputy Chief Dan Alexander, Deputy Chief Ryan Simonds, Administrative Services Manager Christine Noddings, Facilities Technician Don Highley, Board Secretary Samantha Vergara and Renton RFA Attorney Brian Snure

Public Present Online:

Michael Miller

A **MOTION** was made by Board Member Adolfson and **SECONDED** by Board Member McIrvine to excuse the absent board members. **MOTION CARRIED (5-0)**

AGENDA MODIFICATIONS

There were no agenda modifications.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

There were no announcements, proclamations or presentations.

PUBLIC COMMENT

There was no public comment.

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CONSENT AGENDA

Approval of minutes from the August 10, 2026, regular meeting and the approval of vouchers.

A **MOTION** was made by Board Member Sartnurak and **SECONDED** by Board Member McIrvn to approve the consent agenda for September 14, 2026. **MOTION CARRIED (5-0)**

SIGNING OF VOUCHERS

The governance board members signed the voucher approval letter for September 14, 2026.

BOARD COMMITTEE REPORTS

There were no committee reports.

CHIEF'S REPORT

Chief Heitman presented his report.

UPDATE FOR BOARD MEMBER ATTENDANCE:

Board Chair Cook resumed the chair position after technical issues were resolved. Board Secretary Vergara confirmed Board Chair Cook's response to approve or oppose the motions to excuse the absent members and for the consent agenda (both were approved).

DIVISION REPORTS

Office of the Fire Marshal

Fire Marshal Barton presented the OFM monthly report.

Response Operations

DC Seaver presented the Response Operations monthly report. At the conclusion, Vice Chair Prince inquired about the reports of minors involved in the two August brushfires that occurred in the same area between Shadow Hawk and Royal Hills (vs fires involving the nearby homeless encampment). DC Seaver replied, noting that Renton PD confirmed a suspect involved in starting the fires and that the homeless encampment is in a different location from the recent brushfires. He shared there is discussion of families being evicted if their minor is convicted of starting a fire. Fire Marshal Barton added there was a meeting held with the involved minor through the Youth Fire Setter Intervention Program.

Additionally, DC Seaver shared that with our specially trained wildland fire crews, training may be set up in the area between Shadow Hawk and Royal Hills with prescribed fires, which could decrease the probability for brush fires in the affected area.

CORRESPONDENCE

There was no correspondence.

UNFINISHED BUSINESS

There was no unfinished business.

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NEW BUSINESS

Resolution 2026-03: Authorization of Purchases From and Through the United States Government

Renton RFA requests adoption of this resolution to authorize the department to purchase supplies, materials, electronic data processing and telecommunications equipment, software, services and/or equipment from or through the US government without calling for bids, pursuant to RCW 39.32.090.

A **MOTION** was made by Vice Chair Prince and **SECONDED** by Board Member McIrvn to adopt Resolution 2026-03 as presented. **MOTION CARRIED (5-0)**

Resolution 2026-04: Adoption of the IAFF Health & Wellness Trust HRA Benefit Plan

Renton RFA requests adoption of this resolution to transition RRFA's HRA benefit plan administration from BPAS to the IAFF Health & Wellness Trust (Gallagher HealthInvest) and approving the Adoption Agreement, SPD and transfer of former plan assets.

A **MOTION** was made by Board Member Sartnurak and **SECONDED** by Vice Chair Prince to adopt Resolution 2026-04 as presented. **MOTION CARRIED (5-0)**

Resolution 2026-05: Approving the Master Services Agreement and HIPAA Business Associate Agreement for the FSA Benefit Plan

Renton RFA requests adoption of this resolution to approve the Master Service Agreement (MSA) and HIPAA Business Associate Agreement (BAA) with Gallagher Benefit Services, Inc. for continued third-party administration of RRFA's FSA Benefit Plan and authorizing the fire chief to execute related agreements.

A **MOTION** was made by Board Member Adolfson and **SECONDED** by Vice Chair Prince to adopt Resolution 2026-05 as presented. **MOTION CARRIED (5-0)**

Resolution 2026-06: Bid Exemption for AI/HPC Hardware Procurement

Renton RFA requests adoption of this resolution authorizing our department to use the special market conditions bid exemption under RCW 39.04.280(2) and Procurement SOP 2310 to procure AI and high-performance computing (AI/HPC) hardware without the standard competitive quote or sealed bid process, given current severe supply and pricing volatility in the GPU/AI hardware market.

A **MOTION** was made by Board Member Sartnurak and **SECONDED** by Board Member Adolfson to adopt Resolution 2026-06 as presented. **MOTION CARRIED (5-0)**

GOOD OF THE ORDER

There was nothing for the good of the order.

EXECUTIVE SESSION

There was no executive session.

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FUTURE MEETINGS

- Monday, September 28, 2026, 10:00 a.m., Budget/Finance Committee Meeting, Video Conference
- Monday, September 28, 2026, 10:30 a.m., Operations/Capital Committee Meeting, Video Conference
- Monday, October 12, 2026, 10:00 a.m., Governance Board Regular Meeting, Fire Station #13 (18002 108th Ave SE, Renton) / Video Conference

ADJOURNMENT

Board Chair Cook adjourned the meeting at 10:30 a.m.



Sean Cook (Oct 12, 2026 12:27:04 PDT)

Sean Cook, Board Chair



Samantha Vergara (Oct 13, 2026 10:00:16 PDT)

Samantha Vergara, Board Secretary