



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, July 25, 2016

Fire Station #13 – 18002 108th Ave. S.E., Renton

CALL TO ORDER AND FLAG SALUTE

Governance Board Chair Prince called the Regular Meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

ROLL CALL

Governance Board Members Present:

Ed Prince, Chair (City of Renton)

Kerry Abercrombie (Fire District 25)

Ray Barilleaux, (Fire District 25)

Myron Meikle (Fire District 25)

Armondo Pavone (City of Renton)

Linda Sartnurak (Nonvoting Advisory Position, Fire District 40)

Governance Board Members Present via Teleconference:

Don Persson (City of Renton)

Administrative Staff Present:

Attorney Brian Snure, Fire Chief Mark Peterson, Deputy Fire Chief Chad Michael, Deputy Fire Chief Erik Wallgren, RRFA Finance Manager David Hammond, RRFA Human Resources Manager Samantha Babich, Battalion Chief Craig Soucy, Captain Eric Hammes, Lieutenant Will Aho, Lieutenant Gary Harsh, Lieutenant Chuck DeSmith, Local 864 President Steve Winter, Firefighters Greg LeBlanc, Chris Ellis, Nathan Risen, Nick Bushnell, Fire Marshal Anjela St. John, Fire Inspector Eric Donnerstag, District Liaison Julie Bray, City of Renton FIT Administrator Iwen Wang, City of Renton Senior Finance Analyst Tracy Schuld, City of Renton Human Resources Analyst Janna Dinkelspiel, Joe Clow, Nathan Facchini, RFA Board Secretary Rhonda Heyden.

AGENDA MODIFICATIONS

Governance Board Chair Prince requested that Item #16, Executive Session, be moved to follow Item #12, Correspondence. Additionally, "Interim Chief Discussion" will be added under New Business.

ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

There were no announcements, proclamations, or presentations.

PUBLIC COMMENT

There were no public comments.

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CONSENT AGENDA

Approval of Minutes:

A **MOTION** was made by Board Member Barilleaux and **SECONDED** by Board Member Pavone to approve the minutes of the July 11, 2016 RFA Governance Board Regular Meeting. **MOTION CARRIED (6-0)**

BOARD COMMITTEE REPORTS

There were no Board Committee reports.

BOARD MEMBER REPORTS

There were no Board Member reports.

CHIEF'S REPORT

Personnel Announcements: Chief Peterson reported on promotions, retirements, and resignations. Due to the recent Firefighter resignation, seven Firefighter positions are currently open. Four positions will be filled with Entry Level Firefighters and three positions will be filled with Lateral Entry Firefighters. Interviews for Lateral Entry Firefighters are being held on Friday, July 29, 2016.

Core Values & Guiding Principles: Much of the decision making of the department is based on the Core Values and Guiding Principles, which include: Professionalism, Integrity, Leadership, Accountability, and Respect.

DEPARTMENT REPORTS

Community Risk Reduction: Report summarized monthly inspections, fires, investigations, false alarms, and CRR Revenue.

CORRESPONDENCE

- Chief Peterson's Retirement Notification: Chief Peterson's retirement will become effective October 1, 2016.
- 2016 South King County Fire Training Consortium Mid-Year Report

EXECUTIVE SESSION

The meeting recessed at 10:10 a.m. into executive session for 30 minutes pursuant to RCW 42.30.110(1)(g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

The Board Members reconvened at 10:40 a.m., at which point the Board Meeting continued.

UNFINISHED BUSINESS

Fire Chief Peterson's Retirement Letter:

A **MOTION** was requested to accept the retirement letter of Fire Chief Mark Peterson.

Discussion: There was no discussion.

A **MOTION** was made by Board Member Persson and **SECONDED** by Board Member Pavone to accept the retirement letter of Fire Chief Mark Peterson. **MOTION CARRIED (6-0).**

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NEW BUSINESS

Interim Chief Discussion:

A **MOTION** was made by Board Member Meikle and **SECONDED** by Board Member Abercrombie to fill the Interim Fire Chief position with Rick Marshall effective September 1, 2016, until such time that the Fire Chief position has been filled. **MOTION CARRIED (6-0).**

Fire Chief Job Description:

The job description was compared to Vashon Island Fire & Rescue, South King Fire & Rescue, Kent RFA, and Tukwila Fire Department. A cost analysis will need to be done.

Fire Chief Transition Plan:

The transition plan outlined the transition, with the new Fire Chief beginning in January, 2017.

Administrative Assistant Management Leave:

Chief Peterson's Administrative Assistant is an exempt salaried employee who receives 40 hours of management leave, while other non-represented employees receive 56 hours of management leave. Chief Peterson recommends she receive 56 hours of management leave.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Barilleaux to allow the Administrative Assistant to receive 56 hours of management leave, similar to the other non-represented employees. **MOTION CARRIED (6-0).**

Commissioner Ride-Alongs:

Chief Peterson extended an invitation to the Commissioners to go on a ride-along with one of the Battalion Chiefs.

Fire Benefit Charge Administration:

A **MOTION** was requested to allow the collaborative agreement between the Puget Sound Regional Fire Authority and the Renton Regional Fire Authority and to allow the Fire Chief to sign the agreement.

Discussion: Board Member Prince asked if the "Puget Sound Regional Fire Authority" is currently named the "Kent Regional Fire Authority". Chief Peterson confirmed this, stating that the name change becomes effective January 1, 2017.

Board Member Persson asked if the agreement term is only for one year, to which City of Renton FIT Administrator Wang replied "yes".

Attorney Snure indicated that this agreement was reviewed by legal counsel (himself), but that he is also legal counsel for Kent/Puget Sound Regional Fire Authority. He doesn't view it as a conflict since it is a short term contract, but if there are any concerns, he recommends having it reviewed by independent legal counsel. No concerns were voiced.

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Board Member Pavone requested quarterly briefings regarding the direction of the relationship between Kent/Puget Sound Regional Fire Authority and Renton Regional Fire Authority.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Abercrombie to allow the collaborative agreement between the Puget Sound Regional Fire Authority and the Renton Regional Fire Authority and to allow the Fire Chief to sign the agreement. **MOTION CARRIED (6-0).**

King County Cash Management Services Agreement & King County Investment Pool Agreement:

A **MOTION** was requested to authorize Chief Peterson to sign the two interlocal service agreements with King County for Cash Management and Investment Services.

Discussion: There was no discussion.

A **MOTION** was made by Board Member Pavone and **SECONDED** by Board Member Meikle to authorize Chief Peterson to sign the two interlocal service agreements with King County for Cash Management and Investment Services. **MOTION CARRIED (6-0).**

GOOD OF THE ORDER

Board Chair Prince thanked City of Renton FIT Administrator Wang for all of her service to the City of Renton, as well as for her assistance with the Renton Regional Fire Authority.

SIGNING OF VOUCHERS

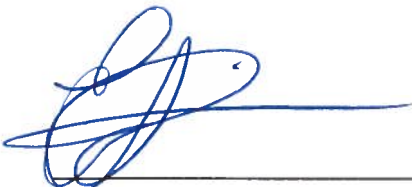
The members of the Finance Committee approved payment for claims vouchers 348510 totaling \$2,278.12.

FUTURE MEETINGS

The next meeting is scheduled for Monday, August 8, 2016, 10:00 a.m. at Fire Station #13 (18002 108th Ave. S.E., Renton)

ADJOURNMENT

The meeting was adjourned at 10:55 a.m.



Ed Prince, Board Chair

Recorded by: Rhonda Heyden, Board Secretary