



REGIONAL FIRE AUTHORITY PLANNING COMMITTEE September 17, 2015

Present: Ed Prince (Chair), Renton City Council
Armondo Pavone, Renton City Council
Marcie Palmer, Renton City Council
Ray Barilleaux, KCFD #25
Myron Meikle, KCFD #25
Kerry Abercrombie, KCFD #25
Mark Peterson, Fire Chief
Chad Michael, Deputy Fire Chief

Erik Wallgren, Deputy Fire Chief
Joseph Clow, KCFD #20
Iwen Wang, FIT Administrator
Tracy Schuld, Accounting Supervisor
Steve Winter, Local 864
Will Aho, Local 864
Rhonda Heyden, Admin Secretary

1. **Call to Order:** Councilmember Prince called the committee meeting to order at 2:02 p.m.
2. **Approval of Previous Minutes:** Motion made by Commissioner Abercrombie to approve the minutes of the Planning Committee Meeting on August 13, 2015. Seconded by Councilmember Palmer. Motion carried.

3. **Station 15 Costs:**

Deputy Chief Michael shared information regarding the soft costs of Station 15. Councilmember Palmer asked when there would be a decision about the water tank being developed on the same site and when construction would begin if the ballot passes in April. Administrator Wang responded that the Capital Facilities Plan timing would need to be reviewed but that there is some flexibility with developing the site at the same time and the costs to develop the site would be shared. The design work for the building would begin after the ballot approval and construction would begin in 2017.

Councilmember Prince asked how long it would take to build, to which Deputy Chief Wallgren replied one year to one and one-half years.

4. **RFA Plan Section 8 (Operations and Services):**

Chief Peterson explained Section 8, Operations and Services:

- Fire Prevention Services: provided by the RFA; King County would provide services to unincorporated areas.
- Fire Investigation Services: provided by the RFA; King County would provide services to unincorporated areas.
- Emergency Management Services: will remain with the City of Renton; the RFA would work cooperatively with Emergency Management.
- Public Education Services: provided by the RFA
- The Fire Chief and Fire Marshal would be designated as the Fire Chief and Fire Marshal for both the RFA and the City of Renton. King County would provide a Fire Marshal for unincorporated King County.

Commissioner Meikle inquired about a letter of agreement with the County. Chief Peterson explained that some districts are reluctant to do so due to enforcement capabilities residing with King County. At this point, the RFA is not yet an entity, so it would have to wait until the RFA is formed before entering into any agreements. The Revision Disposition statement allows for changes of the "Operations and Services" section of the RFA Plan to be made at the governance board level.

Commissioner Meikle asked if the Service Coverage document (Section A, Fire Protection and Emergency Medical Services; Number 3) refers to the Standard Operating Procedures (SOP's) for the City of Renton Fire Department. Chief Peterson stated that this refers to a "Standards of Cover" document that is currently being worked on. Deputy Chief Michael added that the document would likely be completed by mid-2016, due to the level of work required to complete it.

Commissioner Meikle inquired about "Appendix C" (Section F, Transition of Services) and indicated that it was not included. Administrator Wang responded that Appendix C refers to the organization chart. Deputy Chief Michael stated that he would provide a copy of the organization chart for each member of the committee.

Commissioner Meikle asked for clarification regarding the staff assigned to Community Risk Reduction (Section F, Transition of Services; Subsection 1.1). Chief Peterson replied that the staff refers to Fire Code Inspectors, Fire Investigators, and Administrative Support Staff.

Motion made by Councilmember Prince to approve Section 8. Seconded by Commissioner Meikle. Motion carried.

5. *Timeline:*

Chief Peterson explained that he filled in the remainder of 2015 with Planning Committee meetings. Once the Plan is approved by the Planning Committee, it will go to the Fire District and City to adopt and place on the ballot. The final RFA plan would be due by January, 2016.

The timeline for getting the ballot in place includes the ballot measure with King County Elections, pro/con statements, and rebuttal statements. The ballots are then mailed to the voters, special election occurs, and the election is certified. If the ballot passes, there will be an initial workload of transferring of assets, titles, insurance, etc. Councilmember Prince asked what would happen if the ballot is rejected. Chief Peterson indicated that the Planning Committee would reconvene to make recommendations.

6. *RFA Communications Plan:*

Deputy Chief Michael indicated that he had a brief discussion with Liz Loomis to let her know that Council approval had been received and that she is looking forward to getting started. Liz Loomis recommends forming a Communications sub-group that meets once per month to develop key messages and discuss how things are going. Additionally, she'd like to come to the next Planning Committee Meeting (preferably, October 29th) for a question and answer session. Deputy Chief Michael recommended the sub-group include the Chair of the Planning Committee (Ed Prince), the Chair of Fire District 25 (Ray Barilleaux), a representative from Local 864, Chief Peterson, Iwen Wang, Jay Covington, and himself.

Meeting adjourned at 2:32 p.m. The next RFA Planning meeting will be October 29, 2015 at 2:00 p.m. in the 7th Floor Conferencing Center.

Recorded by:
Rhonda Heyden, Administrative Secretary I