



## REGIONAL FIRE AUTHORITY PLANNING COMMITTEE May 3, 2016

**Present:** Ed Prince (Chair), Renton City Council  
Armondo Pavone, Renton City Council  
Don Persson, Renton City Council  
Ray Barilleaux, KCFD #25  
Kerry Abercrombie, KCFD #25  
Myron Meikle, KCFD #25  
Brian Snure, RFA Attorney  
Mark Peterson, Fire Chief  
Chad Michael, Deputy Fire Chief  
Eric Wallgren, Deputy Fire Chief  
Rick Marshall, Battalion Chief  
Craig Soucy, Captain

Will Aho, Lieutenant  
Steve Winter, Local 864 President  
Brett Bigger, Local 864 Vice President  
Eric Donnerstag, Fire Inspector  
Jay Covington, Chief Admin Officer  
Iwen Wang, FIT Administrator  
Ellen Bradley-Mak, HR & RM Administrator  
Tracy Schuld, Senior Finance Analyst  
Janna Dinkelspiel, HR Analyst  
Rhonda Heyden, Admin Secretary  
Marcus Morrell, DiMartino Associates

1. **Call to Order:** Councilmember Prince called the committee meeting to order at 3:02 p.m.
2. **Approval of Previous Minutes:** A **MOTION** was made by Councilmember Pavone to approve the minutes of the Planning Committee Meeting on April 13, 2016; **SECONDED** by Commissioner Barilleaux. **MOTION CARRIED (6-0).**

### 3. **RFA Communications Plan:**

There is a remaining balance of about \$10,000 from the RFA Communication contract. A budget adjustment will be brought to City Council prior to June 30, 2016.

### 4. **Healthcare Plan:**

Marcus Morrell from DiMartino Associates gave an overview of the Northwest Firefighters Benefits Trust Plan \$1500. This plan utilizes the Regence network, which is the same network as the current health care plan. The plan would cover all employees within the Fire & Emergency Services Department. Councilmember Persson made a **MOTION** to adopt the Northwest Firefighters Benefits Trust Plan; **SECONDED** by Councilmember Pavone. **MOTION CARRIED (6-0).**

### 5. **HR & Finance Managers:**

HR & RM Administrator Bradley-Mak presented a compensation analysis that compared the Renton Regional Fire Authority with other single purpose districts (Kent RFA, SCORE, VRFA, and Valley Com).

The incoming RFA HR Manager and RFA Finance Manager will be expected to develop systems that will stand alone from the City of Renton by December 31, 2017. There will be an 18 month transition period as identified within the Interlocal Agreement.

There was a recommendation to place one Board member on the interview panel, while also having all Board members have the opportunity to meet the recommended candidates before the final hiring decision is made.

Councilmember Pavone made a **MOTION** to move forward with the RFA HR Manager and RFA Finance Manager and set the salary scale range at \$100,212 - \$122,064; **SECONDED** by Commissioner Meikle. **MOTION CARRIED (5-1)**.

## 6. **Bylaws:**

Suggested changes:

- Meeting Attendance: Add the option for teleconference.
- Board Meeting Minutes: Add language regarding the usage of a recorder.
- Board Secretary: Add language that the Board shall appoint the Board Secretary by motion of the Board.
- Agenda Preparation (Section 4.1): Add language to reflect that the Board should receive the agenda and materials at least five days prior to a Board meeting.
- Consent Agenda/Approval of Claims and Vouchers, Bid Awards and Contracts: Add language to reflect that a Finance Committee or Board review will be established to review items prior to going to a consent agenda.
- Public Comment (Section 4.1.f): Remove the address requirement of persons addressing the Board. Replace with "City of residence".
- Public Hearings, (Section 9.2.b): Remove "until everyone who wishes to speak has had an opportunity to speak" from "No one may speak for a second time until everyone who wishes to speak has had an opportunity to speak".
- Board Meeting Staffing, (Section 10.2): Remove "or the Chief" from "The RFA Attorney shall attend all meetings of the Board unless excused by the Chair or the Chief".
- Board Relations with Staff, (Section 11.3): Remove "unless directed otherwise by the individual receiving Board member(s)" from "All written information material requested of RFA staff by any individual Board members shall be submitted to (or made available to) all Board members, unless directed otherwise by the individual receiving Board member(s)...".

## 7. **Interlocal Agreement Review Process:**

A recommendation was made to appoint a sub-committee for an initial review of the Interlocal agreement. This sub-committee would include one City of Renton Governing Board member, one Fire District 25 Governing Board member, Chief Peterson, Battalion Chief Marshall, and Attorney Snure.

Meeting adjourned at 4:29 p.m. The next meeting will be May 19, 2016 at 2:00 p.m. in the Fire Station #13 Conference Room.

Recorded by:

Rhonda Heyden, Administrative Secretary I