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## **GOVERNANCE BOARD MEETING MINUTES February 3, 2021**

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### **Call Meeting to Order**

The Puget Sound Regional Fire Authority Governance Board Meeting was called to order by Board Chairperson Toni Troutner at 5:30 p.m. In attendance were Board Vice Chairperson Allan Barrie, Board Members Margaret Harto, Les Thomas, Bill Boyce, and Sean Smith, and Board Advisory Members Craig Hooper and Erin Sitterley.

The following department personnel were in attendance: Fire Chief Matt Morris, Assistant Chief Brian Carson, Deputy Chief Aaron Tyerman, Deputy Chief Mark Jones, Division Chief Pat Pawlak, Division Chief Larry Rabel, Division Chief Sean Penwell, Budget & Accounting Manager Lavina Brennecke, HR Manager Lindsey Arsanto, Local 1747 Union President PJ Knowles, IT Manager Don Gentry, Attorney Brian Snure, Captain Terry McCartin, and Board Secretary Jessica Steward.

CAPC member Sam Sullivan, KCFD #43 Commissioner Camille Walls, and Renton RFA Lieutenant Rick Laycock were also in attendance.

### **Flag Salute**

- Due to the teleconference format of the meeting, the Pledge of Allegiance was not recited.

### **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.

### **Benefit Charge Review Board**

The Benefit Charge Review Board convened at 5:32 p.m.

- There were no petitions to be reviewed by the Board, and no individuals with Petitions for Adjustment were in attendance.
- Division Chief Larry Rabel gave a presentation on the Benefit Charge and the Petitions for Adjustment.
- The Benefit Charge Review Board will recess until the February 17, 2021 Puget Sound Regional Fire Authority Board Meeting.

The Benefit Charge Review Board closed at 5:48 p.m.

### **Consent Agenda**

- A MOTION was made by Board Vice Chair Barrie and SECONDED by Board Member Harto to approve the Consent Agenda. (MOTION CARRIED 5-0)

### **Committee Reports**

- ***Citizens Advisory Planning Committee***
  - Next meeting is Wednesday, February 10<sup>th</sup>.

### **Board Member Reports**

- ***City of Covington***
  - Annual summit was held last Saturday. Discussed the agenda topics.
  - The Covington Connector is laying infrastructure.
- ***City of Kent***
  - A proclamation for Black History Month was recognized at the last meeting.
  - Council workshop will be held this Friday.
- ***City of SeaTac***
  - Discussed police services in the city of SeaTac.
- ***King County Fire Protection District #37***
  - The District is working on filling the vacancy from Commissioner Harry George's resignation.
  - Commissioner Harto will begin attending the KCFC meetings.
- ***King County Fire Protection District #43***
  - Camille Walls and John Herbert were chosen as the 2021 Board Chairperson and Vice Chairperson, respectively. Craig Hooper will serve as the RFA Advisory Member for 2021.

### **Chief's Report**

- Chief Morris requested that an Operations report be added to the agenda as a standing department report. The Board was in support of this addition.
- An update was given on the mobile vaccine units and the community vaccination sites. Working with Public Health to expand to other communities and reach those who are unable to travel to a community site.

### **Department Reports**

- ***Finance***
  - Budget & Accounting Manager Brennecke shared the preliminary 2020 financial report.
- ***Human Resources***
  - Payroll is on its second cycle in the new system. The old ERP system, Great Plains, is now able to be archived.
  - Teaming up with the SKCFTC to do entry level joint testing. This will allow for better diversity and opportunity within the hiring process.
- ***IT***
  - ESO is now fully implemented for all fire calls, eliminating the need for separate records management systems for Fire and EMS.
- ***Operations***
  - A recent fatality fire was discussed.
  - HazMat deployment has been restructured.

### **Attorney Report**

- No Report.

### **Correspondence**

- There was no correspondence.

**Unfinished Business**

- There was no unfinished business.

**New Business**

- There was no new business.

**Executive Session**

- There was no executive session.

**Good of the Order**

- Board Vice Chair Barrie recognized and thanked Chief Pawlak for serving as temporary PIO.
- Commissioner Boyce has been appointed to the Harborview Board of Trustees.

**Future Meetings**

- Discussed future meetings. The next meeting will be held on February 17<sup>th</sup>.

**Signing of Vouchers**

- The vouchers presented in the February 3<sup>rd</sup> Board agenda packet will be signed electronically.

**Meeting Adjourned**

- Meeting was adjourned at 6:37 p.m.