



GOVERNANCE BOARD MEETING MINUTES

May 5, 2021

Call Meeting to Order

The Puget Sound Regional Fire Authority Governance Board Meeting was called to order by Board Vice Chairperson Allan Barrie at 5:40 p.m. due to technical difficulties. In attendance were Board Members Margaret Harto, Les Thomas, Jim Scott, and Bill Boyce, and Board Advisory Members Sean Smith and Erin Sitterley. Board Chairperson Toni Troutner and Board Advisory Member Craig Hooper had excused absences.

The following department personnel were in attendance: Assistant Chief Brian Carson, Deputy Chief Aaron Tyerman, Division Chief Sean Penwell, Budget & Accounting Manager Lavina Brennecke, HR Manager Lindsey Arsanto, Local 1747 Union President PJ Knowles, Captain Terry McCartin, Attorney Brian Snure, Lead Nurse Sara Hardin, Nurse Yasmin Webb, Nurse Christa Gomez, and Board Secretary Jessica Steward. Fire Chief Matt Morris and Deputy Chief Mark Jones had excused absences.

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

- **Nurses Week Proclamation**

Nurses are the backbone of our healthcare system, and 2021 has been declared the 'Year of the Nurse' for their continued efforts in the fight against COVID-19. The Puget Sound RFA would like to establish that the week of May 6 – May 12, 2021 be designated as Nurses Week, to acknowledge the tireless work of the RFA's FDCARES nurses, as well as nurses around the globe.

A MOTION was made by Board Member Thomas and SECONDED by Board Member Scott to approve the Proclamation for Nurses Week 2021. (MOTION CARRIED 6-0)

- Chief Tyerman introduced two new FDCARES nurses, Yasmin Webb and Christa Gomez, and shared with the Board that Sara Hardin has accepted the position of FDCARES Lead Nurse.

Public Comment

- There was no public comment.

Consent Agenda

- A MOTION was made by Board Member Boyce and SECONDED by Board Member Thomas to approve the Consent Agenda. (MOTION CARRIED 6-0)

Committee Reports

- ***Citizens Advisory Planning Committee***
 - Meeting topics included the budget cycle and the two new apparatus being built. Tracy Staggers gave a presentation on the Logistics unit.

Board Member Reports

- ***City of Covington***
 - A community meeting/open house was held to solicit feedback for a possible community center in the Covington/Maple Valley area.
 - Public Works continues their spring/summer maintenance throughout the city.
 - Looking into a grant for maintenance of the turf field, a noxious weed has moved in.
 - The police department has moved out of city hall and into the old Covington Elementary.
 - Met with WA DOT to discuss a potential roundabout on 516 and Covington way. A new culvert is also being built to assist the salmon.
 - Covington Connector contractor has fully closed the road to continue their work.

- ***City of Kent***
 - Discussed road improvement projects and the new roundabout. The city has received grants for road and sidewalk improvements.

- ***City of SeaTac***
 - Construction is ongoing.
 - Standing up an adhoc committee for comment from residents for streetscapes design plan.
 - Continuing work on housing action plan.
 - A letter signed by Mayor Sitterley and surrounding city mayors was sent to King County regarding their planning policies.
 - Salmon were released in the creek near the airport, which is an annual event.

- ***King County Fire Protection District #37***
 - Commissioner Harto shared her experience on the RFA's healthcare committee.

- ***King County Fire Protection District #43***
 - Commissioner Chris Bodlovic has announced he will be moving out of the district, leaving a vacancy on the Board as of June 25th, 2021.

Chief's Report

- Chief Morris, Deputy Chief Jones, Division Chief Markley, and Board Chair Troutner are currently in Wisconsin touring the Pierce factory where the two new apparatus are being built. Chief Carson shared a photo of the new ladder truck.
- The RFA will assist at a King County vaccine clinic on Saturday, 5/8. Tomorrow we will also assist at a pop-up clinic at Covington city hall.
- Chief Tyerman commended the Operations staff for stepping up and staffing vaccine and testing sites. They are giving 3,000 hours of time each month.
- Contract negotiations have begun, starting with the Mechanics.

Department Reports

- ***Finance***
 - The newly formatted April financial report was shared. This report will be presented every month.
 - Starting work on the budget one month early, which was kicked off by a budget workshop to prioritize budgetary needs.

- ***Human Resources***
 - Recruiting for a GIS Analyst, Planner, and HR Specialist. Moving to second round interviews for a Senior Accountant.

- We have received 800+ applications from the WA Fire Careers website for the written exam. Oral boards will be conducted on May 24th.
- Currently in the benchmarking phase of the job description/class and compensation project.
- **IT**
 - No Report. Chief has met frequently with the IT staff since Don Gentry's departure.
- **Operations**
 - Rolling station bid process is moving into a twice a year format. We promoted four captains, 18 engineers, and selected eight specialty seats.

Attorney Report

- No Report.

Correspondence

- Snure Law *Restrictions on Commissioner and Personnel in Campaigns* Memorandum was reviewed. This document is informational and accompanies the New Business action items in preparation for the fire benefit charge election.

Unfinished Business

- There was no unfinished business.

New Business

- **Resolution No. 175 Intent to Continue Benefit Charge**

This Resolution would place a permanent benefit charge ballot measure on the August 3, 2021 ballot. If approved by the voters with a sixty percent majority approval, the RFA would be authorized to continue the benefit charge method of financing into the future without having to go back to the voters for six-year renewals.

A MOTION was made by Board Member Boyce and SECONDED by Board Member Harto to approve Resolution No. 175 Intent to Continue Benefit Charge to request voter approval of a permanent benefit charge at the August 3, 2021 Primary Election. (MOTION CARRIED 6-0)

- **Proposition No. 1 Ballot Issue Explanatory Statement**

An explanatory statement must be submitted to King County, along with Resolution No. 175 Intent to Continue Benefit Charge, by May 14, 2021. As required by State law, this statement was prepared by the District's legal counsel. King County limits the length of the statement to 250 words; if any changes are requested they will be given final approval by attorney Snure before the statement is submitted to the County.

A MOTION was made by Board Member Harto and SECONDED by Board Member Boyce to approve Proposition No. 1 Ballot Issue Explanatory Statement as presented, or as amended (if applicable) and final reviewed by attorney Snure. (MOTION CARRIED 6-0)

Executive Session

- There was no Executive Session.

Good of the Order

- Board Secretary Steward reminded the Board of the deadline for tonight's resolution and explanatory statement, so timely signatures are appreciated.

Future Meetings

- Discussed future meetings.

Signing of Vouchers

- The vouchers presented in the May 5th Board agenda packet will be signed electronically.

Meeting Adjourned

- Meeting was adjourned at 6:35 p.m.