



GOVERNANCE BOARD MEETING MINUTES

June 2, 2021

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 Vice Chairperson Allan Barrie, Board Members Margaret Harto, Les Thomas, Jim Scott, and Bill Boyce, and Board Advisory Members Sean Smith and Craig Hooper. Commissioner Erin Sitterley had an excused absence.

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 Sean Penwell, Division Chief Pat Pawlak, Division Chief Greg Markley, HR Manager Lindsey Arsanto, Local 1747 Union President PJ Knowles, Captain Terry McCartin, Attorney Brian Snure, and Board Secretary Jessica Steward.

CAPC members Mike Davis and Sam Sullivan, and KCFD #43 Commissioner Chris Bodlovic 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

- **Recognition of Oliver Bailey for a Heroic Save**
Kent resident Oliver Bailey was recognized for his role in saving an elderly gentleman from a house fire and housing the displaced family in his own home.

Public Comment

- There was no public comment.

Consent Agenda

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

Committee Reports

- ***Citizens Advisory Planning Committee***
 - Last meeting on May 12th. An update was given on the two new apparatus. Division Chief Penwell gave a presentation on the Performance Measurement division. The upcoming election was also discussed.

Board Member Reports

- ***City of Covington***
 - Working on the purchase of property near Jenkins Creek to create a trailhead and creek access point.
 - Sales tax numbers were up for the month of March.
 - Commissioner Smith will share a drone video of the Covington Connector construction.
 - The city has accepted bids for the widening of SR516.

- Continuing discussions and planning of the community aquatic center.
- Maple Valley presented on the upcoming IronMan triathlon.
- **City of Kent**
 - Road improvement projects debriefing was held last night. Putting a process in place for more opportunity for committee involvement. Recognized Pride Month in the City.
- **City of SeaTac**
 - No Report.
- **King County Fire Protection District #37**
 - Commissioner Harto attended the King County Fire Commissioners meeting on May 12th. Discussed current legislation, rescheduled events and seminars, and insurance for King County districts. Meetings are held on the 2nd Wednesday of each month.
- **King County Fire Protection District #43**
 - A triathlon is being held this week.
 - Commissioner Bodlovic has resigned from the Board, creating a vacancy in Commissioner position #2.

Chief's Report

- COVID calls continue to decrease, and no staff members have been exposed. Vaccinated staff members no longer need to wear masks. Demobilizing from the vaccine sites is occurring throughout the county.
- An update was given on a firefighter who was struck with a sudden illness.
- Details of the trip to the Pierce factory in Wisconsin to see the new apparatus were shared.
- Nine cadets will graduate from the Academy on June 17th.
- Discussed law enforcement changes in the legislature that will affect the fire service.
- Discussions continue on potential contracts for service with Tukwila and Enumclaw.

Department Reports

- **Finance**
 - The financial report for May was shared by Chief Jones.
- **Human Resources**
 - Interviewed 72 new firefighter candidates. 36 will be moving forward for Chief interviews.
- **IT**
 - Finalizing the job description for the IT Manager and will post it internally and externally.
- **Operations**
 - Chief Carson shared details on the new station bidding process.

Attorney Report

- An update on the 3M counterfeit masks was given. Discussion ensued on the cost of pursuing litigation. The Board requested a formal presentation be given at the July meeting.

A MOTION was made by Board Member Thomas and SECONDED by Commissioner Boyce to give authority to Attorney Snure to proceed with filing litigation. (MOTION CARRIED 6-0)

Correspondence

- There was no correspondence.

Unfinished Business

- There was no unfinished business.

New Business

- **Puget Sound Regional Fire Authority Permanent Benefit Charge Public Hearing**

The Public Hearing for the proposed Permanent Benefit Charge was opened at 6:17 p.m. by Board Chairperson Troutner.

- A presentation was given by Division Chief Penwell.
 - Division Chief Penwell reviewed the benefit charge funding system.
- Public Comment was invited. Sam Sullivan shared his concern of meeting the 60% voting requirement, but

The Public Hearing was closed at 6:30 p.m. by Board Chairperson Troutner.

- **Treat and Refer Contract with Systems Design West**

This Agreement allows the RFA to use Systems Design West, LLC to provide billing services for us for a Treat and Refer Program through the Washington Health Care Authority. The Agreement also contains a Business Associated Agreement to cover patient confidentiality matters. Systems Design West handles EMS related billings for numerous fire agencies across the state.

A MOTION was made by Board Member Boyce and SECONDED by Board Member Harto to authorize the Fire Chief to execute the Professional Services Agreement and Business Associate Agreement with Systems Design West, LLC. (MOTION CARRIED 6-0)

Executive Session

- There was no Executive Session.

Good of the Order

- There were no items for the good of the order.

Future Meetings

- Discussed future meetings.

Signing of Vouchers

- The vouchers presented in the June 2nd Board agenda packet will be signed electronically.

Meeting Adjourned

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