



**VALLEY REGIONAL FIRE AUTHORITY  
FINANCE COMMITTEE  
1101 D Street NE  
Auburn, Washington  
March 10, 2020**

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**MINUTES**

**I. CALL TO ORDER, 5:00 P.M., 1101 D Street NE, AUBURN, WASHINGTON**

Chair Lynda Osborn called the VRFA Finance Committee Regular Meeting to order at 5:00 p.m.

Members present included Chair Lynda Osborn and Member David Storaasli.

Staff members present included Fire Chief/Administrator Brent Swearingen, Deputy Chief Dave Larberg, Deputy Chief Brad Thompson, and Chief Financial Officer Mark Horaski, Clerk of the Committee Stefanie Harper and Erik Quinn, Legal Counsel.

**II. AGENDA MODIFICATIONS**

Chief Swearingen stated that Resolution 157 Retirement Medical was being removed from consideration.

**III. APPROVAL OF MINUTES**

**A. Minutes**

Minutes of the February 11, 2020 Regular Meeting were reviewed.

There being no questions or discussion, Member Storaasli moved and Chair Osborn seconded to approve the Minutes of the February 11, 2020 regular meeting.

**MOTION CARRIED UNANIMOUSLY 2-0**

**IV. CONSENT ITEMS**

**A. Vouchers**

**1. Claims**

Check numbers 208503 through 208557 in the amount of \$219,346.98, and electronic payments in the amount of \$9,350.00, totaling \$228,696.98, dated March 11, 2020.

**2. Payroll**

Payroll check numbers 201072 through 201075 and 99617 through 99619 in the amount of \$25,362.25, and electronic deposit transmissions in the amount of \$1,605,293.46 for a grand total of \$1,630,655.71 for the period covering February 1, 2020 to February 29, 2020.

There being no further discussion or questions regarding Claims or Payroll, Member Storaasli moved and Chair Osborn seconded to approve the Claims and Payroll.

**MOTION CARRIED UNANIMOUSLY 2-0**

**V. RESOLUTIONS & MOTIONS**

**A. Resolution 157 Retirement Medical**

Chief Swearingen removed Resolution 157 from consideration.

**B. Resolution 158 Spending Authority**

Chief Swearingen stated Resolution 158 is a replacement resolution of current resolution number 15 which establishes maximum discretionary limits on the Fire Chief of the VRFA. This resolution would increase the spending authority to \$50,000, which is in line with other agency leaders.

There being no questions or discussion, Member Storaasli moved and Chair Osborn seconded to recommend approval of the Spending Authority by the Board of Governance.

**MOTION CARRIED UNANIMOUSLY 2-0**

**C. Governance Bylaws Update**

Chief Swearingen stated the governance bylaws and rules have become, in part, outdated. This resolution would bring the bylaws into compliance with all current laws and practices of the governing body.

There being no questions or discussion, Member Storaasli moved and Chair Osborn seconded to recommend approval of the Governance Bylaws update by the Board of Governance.

**MOTION CARRIED UNANIMOUSLY 2-0**

**D. King County BLS Service Agreement**

Deputy Chief Larberg stated the BLS Service Agreement is to set terms and dollar allocation rates in support of the VRFA's Basic Life Support services. The terms of this agreement reflect the recently approved KC EMS Levy.

There being no questions or discussion, Member Storaasli moved and Chair Osborn seconded to recommend approval of the BLS Service Agreement by the Board of Governance.

**MOTION CARRIED UNANIMOUSLY 2-0**

**VI. INFORMATION/DISCUSSION**


**A. 4<sup>th</sup> Quarter 2019 Financial Review**

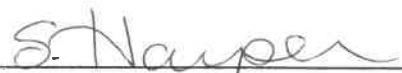
CFO Horaski reviewed 4<sup>th</sup> quarter finances with members of the Finance Committee. There were no questions by the members.

**VII. ADJOURNMENT.**

There being no further business for the Committee, the meeting was adjourned at 5:08 p.m.

Dated this 12<sup>th</sup> day of May, 2020.

  
Lynda Osborn  
Chair

  
Stefanie Harper  
Clerk of the Board

*Finance Committee agendas and minutes are available to the public at the Valley Regional Fire Authority Headquarters Station located at 1101 D Street NE, Auburn, Washington, or at the VRFA website at [www.vrfa.org](http://www.vrfa.org). Complete agenda packets are available for review at the VRFA Headquarters Station.*

*\*Denotes attachments included in Committee agenda packet*