



**VALLEY REGIONAL FIRE AUTHORITY
GOVERNANCE BOARD MEETING
1101 D Street NE
AUBURN, WASHINGTON
March 10, 2020**

MINUTES

I. CALL TO ORDER

Vice-Chair Dave Hill called the Valley Regional Fire Authority (VRFA) Board of Governance Regular Board Meeting to order at 5:45 p.m., at the VRFA Headquarters, located at 1101 D Street NE, Auburn, Washington.

A. Flag Salute

Vice-Chair Hill led those in attendance in the Pledge of Allegiance.

B. Roll Call

Chair Leanne Guier (excused), Member Nancy Backus, Member Claude DaCorsi, Vice-Chair Dave Hill, Member Kerry Garberding, Member Troy Linnell, Member Lynda Osborn Member Larry Brown, and Member David Storaasli.

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

C. Announcements, Proclamations, and Presentations

There were no announcements, proclamations or presentations.

D. Appointments

There were no appointments.

E. Agenda Modifications

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

II. PUBLIC HEARINGS, CITIZEN INPUT, AND CORRESPONDENCE

A. Public Hearings

There were no public hearings.

B. Audience Participation

This is the place on the Agenda where the public is invited to speak to the Governance Board on any issue. Those wishing to speak are reminded to sign in on the form provided.

Mrs. Katie Garberding presented the Board of Governance with a framed picture of her grandson at a recent car seat installation at St. 38. She stated her family was in an accident a few weeks after our crews installed the car seat, and car seat did not move at all and her grandson was unharmed. She shared her deep gratitude to the crews and members of the VRFA for the job they did both in the install and at the scene of the accident.

C. Update from IAFF Local #1352

FF Jordan Gustafson gave an update that the Local 1352 will not be holding their monthly meeting this month due to COVID-19. Instead they held their meeting via telephone. FF Gustafson stated they have been working closely with Administration on our plan if we come in contact with COVID-19 patients.

FF Gustafson gave his thanks to Administration for working so closely with IAFF Local 1352 as collaborative team in getting Prop 1 passed. The Local appreciates everyone's support.

FF Gustafson provided the updated that Member Larry Brown will be attending Fire Ops next week with members of the Local.

D. Correspondence

There was no correspondence for the Board's consideration.

III. BOARD COMMITTEE REPORTS**A. Finance Committee**

Chair Lynda Osborn stated that the Finance Committee met this evening and recommends Claims and Payroll for approval by the Board. In addition, they recommend approval of Resolution 158, Resolution 159 and BLS Service Agreement.

IV. BOARD MEMBER REPORTS

At this time the Chair and Board Members may report on significant activities since the last regular meeting, inquire on matters of general fire authority business, or initiate investigation or action on a matter of concern.

Member DaCorsi asked the Chief for clarification on PPE usage and availability while responding to suspected COVID-19 patients.

Discussion ensued.

V. STAFF REPORTS**A. Administration**

Chief Swearingen updated members with the current COVID-19 plan and supplies we have available.

He thanked the Board for their support on the Levy Lid Lift and stated it had passed with 63%.

Chief Swearingen let members know the upcoming VRFA & Local #1352 Awards Banquet has been postponed due to COVID19 precautions.

VI. CONSENT ITEMS

All matters listed on the Consent Agenda are considered by the Governance Board to be routine and may be approved by one motion.

A. Minutes

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

B. 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 questions or discussion Member Backus moved and Member Osborn seconded the approval of the Minutes, Claims and Payroll as presented above.

MOTION CARRIED UNANIMOUSLY 8-0

VII. UNFINISHED BUSINESS

There was no unfinished business.

VIII. NEW BUSINESS

There was no new business.

IX. RESOLUTIONS & MOTIONS**A. Resolution 158 Spending Authority**

Deputy Chief Thompson stated that Resolution 158 Spending Authority is a replacement of current resolution #15. This resolution would increase the spending authority of the Chief to \$50,000, which is in line with other agency leaders.

There being no further questions or discussion, Member Backus moved and Member Osborn seconded to approve.

MOTION CARRIED UNANIMOUSLY 8-0**B. Resolution 159 Competitive Bidding Process Waiver**

Chief Swearingen stated that Resolution 159 Competitive Bidding Process Waiver is related to COVID-19 emergency and would give the Fire Chief the authority to waive competitive bidding requirements if needed to purchases of equipment or public works are necessary for the VRFA to respond to threats related to an outbreak of the virus.

Member Brown asked the question if the Resolution would expire when the COVID19 emergency was declared over. Chief Swearingen stated that is the intent and it is written in the Resolution as well.

Member Backus asked if this Resolution included any additional expenditures above the current spending authorities.

Discussion ensued.

The Board moved to amend Resolution 159 to include the language, "service, facilities" to Section 2.

There being no further questions or discussion, Member Backus moved and Member DaCorsi seconded to approve the amendments to Resolution 159.

There being no further questions or discussion, Member Backus moved and Member Osborn seconded to approve Resolution 159.

MOTION CARRIED UNANIMOUSLY 8-0**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.

Member Backus asked the question regarding bylaws for holding the Governance Board meeting via telephone. Discussion ensued.

There being no questions or discussion, Member Backus moved and Member DaCorsi seconded to approve.

MOTION CARRIED UNANIMOUSLY 8-0

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 further questions or discussion, Member Backus moved and Member Osborn seconded to approve.

MOTION CARRIED UNANIMOUSLY 8-0

E. KC Radio PSERN Service Agreement

Deputy Chief Larberg stated the proposed service level agreement between the VRFA and Puget Sound Emergency Radio Network (PSERN) is for supply/exchange of radios, training and other services with agencies involved in the agreement.

PSERN will be replacing the region's aging emergency radio network and also upgrading equipment used in King County's 9-1-1 dispatch centers.

There being no further questions or discussion, Member Backus moved and Member Osborn seconded to approve.

MOTION CARRIED UNANIMOUSLY 8-0

X. INFORMATION/DISCUSSION

There was no additional information or discussion.

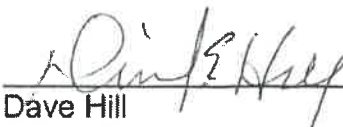
XI. EXECUTIVE OR CLOSED SESSION

There was no need for an executive or closed session.

XII. ADJOURNMENT

There being no further business by the Board, the meeting was adjourned at 6:27 p.m.

Dated this 10th day of May, 2020.



Dave Hill
Vice - Chair



Stefanie Harper
Clerk of the Board