



**VALLEY REGIONAL FIRE AUTHORITY  
FINANCE COMMITTEE  
1101 D Street NE  
Auburn, Washington  
July 13, 2021**

---

**FINANCE COMMITTEE MEETING MINUTES**

**I. CALL TO ORDER, 5:00 P.M., at VRFA Station 31**

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

Members present included Chair Lynda Osborn, Member Nancy Backus and Member David Storaasli.

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

**II. AGENDA MODIFICATIONS**

There were no agenda modifications.

**III. APPROVAL OF MINUTES**

**A. Minutes**

Minutes of the June 8, 2021 Regular Meeting were reviewed.

There being no questions or discussion, Member Backus moved and Member Storaasli seconded to approve the Minutes of the June 8, 2021 regular meeting.

**MOTION CARRIED UNANIMOUSLY 3-0**

**IV. CONSENT ITEMS**

**A. Vouchers**

**1. Claims**

Check numbers 209600 through 209666 in the amount of \$343,957.25, and electronic payments in the amount of \$10,450.00, totaling \$354,407.25, dated July 14, 2021.

**2. Payroll**

Payroll check numbers 99660 through 99662 in the amount of \$15,315.09, and electronic deposit transmissions in the amount of \$1,761,186.09 for a grand total of \$1,776,501.18 for the period covering June 1, 2021 to June 30, 2021.

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

**MOTION CARRIED UNANIMOUSLY 3-0**

**V. RESOLUTIONS & MOTIONS**

- A. Valley Comm Service Level Agreement** – Chief Swearingen stated this is a listing of services and performance goals provided by Valley Com to the fire services in Zone Three. The document also identifies the mutual responsibilities of the parties. All fire agencies in Zone Three have identical service level agreements with Valley Com.

There being no further discussion or questions Member Backus moved and Member Storaasli seconded to move to the full board the Valley Com Service Level Agreement.

**MOTION CARREID UNANIMOUSLY 3-0**

- B. Dept. of Natural Resources ILA** – Deputy Chief Thompson stated this interagency agreement replaces the current agreement between VRFA and the Dept. of Natural Resources. The current IAA is utilized to provide wildland fire event deployment and reimbursement for VRFA equipment and personnel. The new IAA also encompasses single resources assignments to non-fire incidents.

There being no further discussion or questions Member Backus moved and Member Storaasli seconded to move to the full board the Dept. of Natural Resources ILA.

**MOTION CARREID UNANIMOUSLY 3-0**


**VI. INFORMATION/DISCUSSION**

There was no information or discussion.

**VII. ADJOURNMENT**

There being no further business for the Committee, the meeting was adjourned at 5:03 p.m.

Dated this 10<sup>th</sup> day of August, 2021

  
Lynda Osborne  
Chair

  
Stefanie Harper  
Clerk of the Board