



**VALLEY REGIONAL FIRE AUTHORITY  
GOVERNANCE BOARD  
1101 D Street NE  
Auburn, Washington  
November 9, 2021**

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**GOVERNANCE BOARD MEETING MINUTES**

**I. CALL TO ORDER**

Vice Chair Nancy Backus called the Valley Regional Fire Authority (VRFA) Board of Governance Regular Meeting to order at 5:15 p.m.

**A. Flag Salute**

Vice Chair Backus led those in attendance in the Pledge of Allegiance.

**B. Roll Call**

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

Staff members present included Chief Brad Thompson, Deputy Chief Dave Larberg, Deputy Chief Rick Olson, CFO Mark Horaski, Legal Counsel Eric Quinn, and Clerk of the Board Stefanie Harper.

**C. Announcements, Proclamations, and Presentations**

There were no announcements, proclamations, or presentations.

**D. Appointments**

There were no appointments.

**E. Agenda Modifications**

There were no agenda modifications.

**II. PUBLIC HEARINGS, CITIZEN INPUT, AND CORRESPONDENCE**

**A. Public Hearings**

**i. 2022 Annual Budgets**

There was one public comment submitted to the Board asking what budgeted overtime was. CFO Horaski stated the 2021 overtime budget was \$1,034,000.00 and the preliminary 2022 overtime budget was \$1.1 million.

**ii. Assessed Valuation Levy**

There was no public comment(s) submitted prior to the meeting, nor was there anyone from the public in attendance to comment.

**iii. Fire Benefit Charge**

There was no public comment submitted prior to the meeting, nor was there anyone from the public in attendance to comment.

**B. Audience Participation**

There was no audience participation.

**C. Update from IAFF Local #1352**

There was no update from IAFF Local #1352

**C. Correspondence**

There was no correspondence.

**III. BOARD COMMITTEE REPORTS**

**A. Finance Committee**

Member Backus stated that the Finance Committee met this evening and recommends Claims and Payroll for approval by the Board.

**IV. BOARD MEMBER REPORTS**

Vice Chair Backus provided an update on the Riverside Apartment fire and shared her condolence to all those residence. She stated her appreciation to the Valley Regional Fire Authority crews who did a great job in a challenging area.

**V. STAFF REPORTS**

**A. Administration**

Chief Thompson provided an update to the Board on the Riverside Apartment Complex. Chief thanked the entire community who came forward to help those who were displaced.

Chief Thompson provided an update on the vaccine mandate and the status of members who we are still working with regarding their vaccination status.

Chief Thompson provided an update on the COVID testing site and a special thanks to Jon Hillebrant. Captain Hillebrant has been the site manager for the past 4 months; in addition, Chief Thompson stated he has received numerous statements from the County and Public Health on Captain Hillebrant great work as the site manager.

Chief Thompson provided an update on the five recruits currently attending the South King County Fire Training Consortium academy. In addition, stated we are currently in the hiring process for the February 2022 academy.

Deputy Chief Larberg provided an update on the accreditation process. He stated we finished our site visit from the assessors at CPSE and they conducted 20 interviews and visited all of our stations. We have been recommended for accreditation. The next step is to go in front of the CFAI

Commission Board for final accreditation status. This is scheduled for December 15, 2021.

**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 October 12, 2021 Regular Meeting were reviewed.
2. Minutes of the October 26, 2021 Special Meeting were reviewed.

**B. Vouchers**

**1. Claims**

Check numbers 209883 through 210011 in the amount of \$287,083.42, and electronic payments in the amount of \$14,941.81, totaling \$302,025.23, dated November 10, 2021.

**2. Payroll**

Payroll check numbers 99670 through 99671 in the amount of \$16,109.50, and electronic deposit transmissions in the amount of \$1,866,637.76 for a grand total of \$1,882,747.26 for the period covering October 1, 2021 to October 31, 2021.

There being no further discussion or questions Member Guier moved and Member Garberding seconded the approval of the Minutes, Claims and Payroll as presented above.

**MOTION CARRIED UNANIMOUSLY 8-0**

**V. UNFINISHED BUSINESS**

There was no unfinished business.

**VI. NEW BUSINESS**

There was no new business.

**VII. RESOLUTIONS & MOTIONS**

**A. 2022 Fee Schedule**

Fire Marshal Casselman stated the VRFA Fee Schedule is annually updated to include the semi-annual Seattle/Tacoma/Bellevue CIP-W. The 2022 CPI-W rate is 6.3%; the VRFA Fee Schedule is proposed at a modest 3% increase for partial cost recovery for the VRFA professional services.

Fire Marshal Casselman provided an update on details in the Fee Schedule and stated the ambulance transport rates show a significant decrease due to using a new ambulance company.

Discussion ensued.

There being no further discussion or questions, Member Guier moved and Member Brown seconded the adoption of the 2022 Fee Schedule.

**MOTION CARRIED UNANIMOUSLY 8-0**

**VI. INFORMATION/DISCUSSION**

There was no information and/or discussion.

**VII. EXECUTIVE OR CLOSED SESSION**

There was no executive or closed session.

**VII. ADJOURNMENT**

There being no further business for the Committee, the meeting was adjourned at 5:41 p.m.

Dated this 14<sup>th</sup> day of December, 2021

Nancy Backus  
Nancy Backus  
Vice - Chair

Stefanie Harper  
Stefanie Harper  
Clerk of the Board