



**VALLEY REGIONAL FIRE AUTHORITY  
GOVERNANCE BOARD  
1101 D Street NE  
Auburn, Washington  
February 14, 2023**

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**GOVERNANCE BOARD MEETING MINUTES**

**I. CALL TO ORDER**

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

**A. Flag Salute**

Chair Linnell led those in attendance in the Pledge of Allegiance.

**B. Roll Call**

Chair Troy Linnell, Vice Chair Nancy Backus, Member Leanne Guier, Member Vic Kave, Member Kerry Garberding, Member Lynda Osborn, Member Robyn Mulenga, Member Larry Brown, and Member Bill Thomas.

Staff members present included Chief Brad Thompson, Deputy Tim Day, Deputy Chief Rick Olson, CFO Mark Horaski, Legal Counsel Brian Snure, and Clerk of the Board Stefanie Harper.

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

Chief Thompson welcomed the newest Board member, Bill Thomas, from Algona.

**D. Appointments**

There were no appointments.

**E. Agenda Modifications**

There were no agenda modifications.

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

**A. Public Hearings**

There were no public hearings.

**B. Audience Participation**

There was no audience participation.

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

There was no update from IAFF Local #1352.

**D. Correspondence**

There was no correspondence.

**III. BOARD COMMITTEE REPORTS**

**A. Finance Committee**

Chair Osborn stated that the Finance Committee met this evening and recommends the Board approve Claims and Payroll.

**IV. BOARD MEMBER REPORTS**

There were no board member reports.

**V. STAFF REPORTS**

Chief Thompson provided an update on a report he received through the chain of command regarding a citizen of Algona. VRFA crew members had responded a few times to a citizen struggling with addiction. The patient accepted a referral to the CARES team and the team was able to contact the patient. The patient agreed to work with the CARES team and enter rehab. The patient had followed up with the CARES team and indicated they were 20 days sober and continue to stay engaged with the Recovery Navigator Program. They expressed such gratitude to the CARES team for showing up and putting in the effort to help them get to recovery.

The second Aid car has had a huge impact on the FF health at St. 31 and our ability to respond in a timelier manner.

We have 7 recruits in their 2<sup>nd</sup> week of the academy.

DC Day has been working with the Architects and Station Design Committee frequently on station designs.

We have submitted our annual compliance report to the CAFI, based on the recommendations of the accreditation assessment team.

The Annual Report is going to look different this year. We are taking out some of the narratives and putting in more graphics with the goal of making the report more interactive.

We just signed an agreement with the UW to have two Social Worker Interns placed here at VRFA.

Vice Chair Backus thanked the Chiefs for continuing the CARES program and supporting the work they do for the communities.

**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**

The minutes of the January 10, 2023, Regular Meeting were reviewed.

**B. Vouchers**

**1. Claims**

Check numbers 210934 through 211008 in the amount of \$489,787.61 and electronic payments in the amount of \$14,262.95 totaling \$504,050.56, dated February 15, 2023.

**2. Payroll**

Payroll check numbers 99693 and 201252 in the amount of \$8,742.45, and electronic deposit transmissions in the amount of \$2,534,865.22 for a grand total of \$2,543,607.67 for the period covering January 1, 2023, to January 31, 2023.

There being no further discussion or questions Vice Chair Backus moved and Member Guier seconded the approval of the Consent Items as presented above.

**MOTION CARRIED UNANIMOUSLY 9-0**

**VII. UNFINISHED BUSINESS**

There was no unfinished business.

**VIII. NEW BUSINESS**

There was no new business.

**IX. RESOLUTIONS & MOTIONS**

**A. Appointment of Clerk Pro-Tem of the Board**

Chief Thompson stated he is seeking to appoint Kaitlin Scott as the Clerk Pro-Tem of the Board. This is currently a vacant position that needs to be filled.

There being no further discussion or questions, Vice Chair Backus moved, and Member Guier seconded the motion to appoint Kaitlin Scott to Clerk Pro-Tem.

**MOTION CARRIED UNANIMOUSLY 9-0**

**B. FBC Appeals**

CFO Horaski stated that the Fire Benefit Charge Appeals Board received two appeals for the 2023 tax year. One appeal addressed square footage and the other a residential sprinkler system.

It was determined that a square footage adjustment was appropriate for one parcel and the appeals board recommends approval of the appeal. The other appeal dealt with a residential sprinkler system. While the board agrees that such a system provides fire protection benefits, the FBC formula used by VRFA does not include a provision for such a system, and as such, the appeals board recommends denial of that appeal.

Member Kave expressed interest in gathering further information on the FBC formulation and the process to look at the possibility to offer a discount for residential sprinkler systems in the future.

Discussion ensued.

There being no further discussion or questions, Vice Chair Backus moved, and Member Guier seconded the approval of the FBC Appeals Board recommendations.

**MOTION CARRIED UNANIMOUSLY 9-0**

**X. INFORMATION/DISCUSSION**

DC Day provided an update and status of the five major initiatives within the 2020-2025 Strategic Plan.

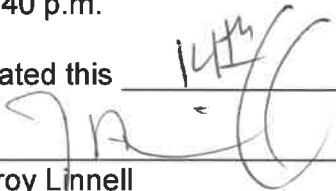
**XI. EXECUTIVE OR CLOSED SESSION**

There was no executive or closed session.

**XII. ADJOURNMENT**

There being no further business for the Committee, the meeting was adjourned at 5:40 p.m.

Dated this 14<sup>th</sup> day of March 2023

  
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Troy Linnell  
Chair

  
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Stefanie Harper  
Clerk of the Board