



**VALLEY REGIONAL FIRE AUTHORITY
GOVERNANCE BOARD
1101 D Street NE
Auburn, Washington
April 11, 2023**

GOVERNANCE BOARD MEETING MINUTES

I. CALL TO ORDER

Vice Chair 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 Troy Linnell (Excused), 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 (Excused).

Staff members present included Chief Brad Thompson, Deputy Tim Day, Deputy Chief Rick Olson, Legal Counsel Brian Snure, 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
There were no public hearings.

B. Audience Participation
There was no audience participation.

C. Update from IAFF Local #1352
There was no update from the 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, and Resolution 186.

IV. BOARD MEMBER REPORTS

Member Osborn gave a thank you to the fire department, especially the CARES Unit for the exceptional service they have provided her and her family.

V. STAFF REPORTS

Chief Thompson, provided the following update to the Board:

We currently have 7 recruits in their 7th week of the academy. DC Olson will be conducting evaluations for each of the recruits this week.

We will be participating in two upcoming recruitment events: Woman in Fire and EMS, which is held twice a year, and the KCFCA Diversity Equity and Inclusion Workshop in May. The aim of these events is to increase the diversity in the applicant pool and workforce. The Woman in Fire and EMS event, which is taught by women currently serving in the fire service, allows for up to 50 people to sign up.

The Entry Level Oral Board Interviews are scheduled to take place soon.

Regarding Capital Facilities, the Department is working with TCA and the station design committee. A proof of concept is been developed for each element of the Capital Facilities Plan, along with the associated costs. Once complete, TCA will submit a draft report to VRFA and the Board, which will include the final cost estimates. This will help determine when to approach the voters for approval.

After consulting with election consultants and TCA, it was determined that the most strategic election cycle will be the November ballot due to circumstances with property on Ellingson. This will require Board approval, and updates will be provided in the future.

Congratulations to DC Olson on his recent graduation from the Leadership Institute of South Puget Sound, where he was also the class speaker.

The 2022 FF/FO and Selfless Service award recipients were announced. Firefighter Drew Mattheis was awarded Firefighter of the Year, BC Matt Kinnee was the Fire Officer of the Year, and Thomas Downs received the Selfless Service award. These awards are nominated by their peers, and the recipients are all deserving of recognition.

Board Member Kave asked if the Department had started recruiting with the Military, JBLM. Chief Thompson confirmed that they had begun making contact with them and will be involved in upcoming recruitment events.

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 March 14, 2023, Regular Meeting were reviewed.

B. Vouchers

1. Claims

Check numbers 211069 through 211128 in the amount of \$405,689.12 and electronic payments in the amount of \$12,650.00 totaling \$418,339.12, dated April 12, 2023.

2. Payroll

Payroll check number 99695 in the amount of \$9,150.00 and electronic deposit transmissions in the amount of \$2,002,727.05 for a grand total of \$2,011,877.05 for the period covering March 1, 2023, to March 31, 2023.

Member Guier made a motion to approve the Consent Items as presented above, and Member Garberding seconded the motion. There was no further discussion or questions, and the motion was carried.

MOTION CARRIED UNANIMOUSLY 7-0

VII. UNFINISHED BUSINESS

There was no unfinished business.

VIII. NEW BUSINESS

There was no new business.

IX. RESOLUTIONS & MOTIONS

A. Resolution 186 – Surplus Items

DC Day stated that this resolution was to authorize the surplus of two copiers that have reached the end of life. The 2023 adopted budget included funds for the replacement of both. Therefore, the VRFA is requesting approval of Resolution 186, to surplus two copiers.

There being no further discussion or questions, Member Guier moved, and Member Kave seconded the approval of Resolution 186.

MOTION CARRIED UNANIMOUSLY 7-0

X. INFORMATION/DISCUSSION

A. FBC Formulation Follow Up

Chief Thompson shared information gathered by the Fire Marshal's Office regarding the approximate number of homes with residential sprinklers across

the three partner cities, which was estimated to be around 100. Offering a 10% discount to these residents would not have a significant impact on other businesses or residents. He proposed assigning the project to CFO Horaski to work on determining the exact amount of dollars saved.

After a discussion, the Board came to a consensus to move forward with the project.

B. Resolution 170 Follow Up

Chief Thompson provided the Board with background information on the Retirement Medical Benefit Resolution, which determines member eligibility, monthly dollar amounts, duration of payment, and rules for employee application. Section 3 of the Resolution speaks to the Administration's Authorization to implement administrative procedures, which was discussed during the previous month's meeting. He emphasized the importance of ensuring that internal policies are fair and equitable to all employees and stated that a review will be conducted.

Board Member Kave offered suggestions for changes to the language in the administrative policy, which sparked a discussion between Vice Chair Backus and Member Kave. Member Kave then requested a legal opinion, but the Board did not show a majority interest in pursuing a legal opinion on the administrative policy.


XI. EXECUTIVE OR CLOSED SESSION

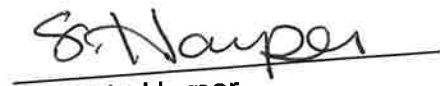
There was no executive or closed session.

XII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 5:39 p.m.

Dated this 9th day of May 2023


Troy Linhell
Chair


Stefanie Harper
Clerk of the Board