



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

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 (excused), 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 presented Member Guier with her 10-year service pin. Her 10-year anniversary was on this day, July 11th. Chief Thompson thanked her for her work on the Board and the support she has shown VRFA and Local #1352.

Chief Thompson introduced to the Board four (4) of the newest recruits to the VRFA who have just started shift work - Alec Johnson, Kyle Strang, Robert Stevens, and Patrick McKellips.

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

Member Backus stated that the Finance Committee met this evening and recommends the Board approve Claims and Payroll, and the Microsoft 365 Contract.

IV. BOARD MEMBER REPORTS

Vice Chair Backus extended gratitude to the VRFA members on behalf of the City of Auburn for their exceptional response work during the 4th of July. She expressed appreciation for the professionalism shown in each response.

V. STAFF REPORTS

Chief Thompson shared with the Board 4th of July call volume data from 2023, comparing it with data from previous years. That data was obtained from Valley Comm and our internal Analytics Manager. DC Olson provided insight into some special circumstances where our members stepped up, and how mutual aid was extremely helpful.

The following staffing report was given - Recruit Class 16 has successfully completed their two-week post-academy training and has now begun their shifts. Appreciation was expressed to all those involved in organizing the two-week post-academy.

Looking ahead, Recruit Class 17 is scheduled to start in August, and we currently have 8 candidates going through the background process.

Crystal Harper has started as the new Administrative Assistant in Community Risk Reduction.

VRFA has had a great time collaborating with the Cities on community events like Kids Days, Airport Day, Pacific Days, Algona Days, and others. Notably, Local #1352 and Local #1747 (PSRFA) have teamed up to manage a booth at Relay for Life. Crews will also participate in upcoming National Night Out events.

Chief Thompson shared that a recent house fire incident resulted in a displaced family and the loss of their pet dog. BC Kinnee worked with AFM Rogers to locate a veterinarian available on weekends, while Local #1352 covered the costs to return the dog's remains to the grieving family. This story is one of many that shows the extraordinary efforts our members put forth to serve and support our community members.

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 June 13, 2023, Regular Meeting were reviewed.

B. Vouchers

1. Claims

Check numbers 211256 through 211321 in the amount of \$614,259.31 and electronic payments in the amount of \$13,750.00 totaling \$628,009.31, dated July 12, 2023.

2. Payroll

Payroll check number 99698 in the amount of \$9,075.00 and electronic deposit transmissions in the amount of \$2,101,689.31 for a grand total of \$2,110,764.31 for the period covering June 1, 2023, to June 30, 2023.

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

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. Microsoft 365 Contract

CFO Horaski stated the Microsoft 365 Enrollment Agreement (EA) was a three-year volume licensing program for Microsoft Office applications, including Teams which will also be used for voice communications. The proposed EA utilizes the master contract provided by the State and its participation with NASPO ValuePoint. The VRFA can adjust the license volume up or down annually.

There being no further discussion or questions, Vice Chair Backus moved, and Member Guier seconded the approval of the Microsoft 365 Contract.

MOTION CARRIED UNANIMOUSLY 8 - 0

B. Resolution 187 – UTGO Bond

CFO Horaski stated this resolution provides for the submission to the voters a proposition authorizing the issuance of general obligation bonds to fund the VRFA Capital Facilities Plan.

Discussion ensued.

There being no further discussion or questions, Vice Chair Backus moved, and Member Guier seconded the approval of Resolution 187.

MOTION CARRIED UNANIMOUSLY 8 - 0

X. INFORMATION/DISCUSSION

There was no information or discussion.

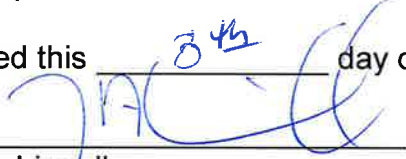
XI. EXECUTIVE OR CLOSED SESSION

There was no executive or closed session.

XII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 5:45 p.m.

Dated this 8th day of August 2023



Troy Linnell
Chair



Stefanie Harper
Clerk of the Board