



**VALLEY REGIONAL FIRE AUTHORITY
FINANCE COMMITTEE
1101 D Street NE
Auburn, Washington
July 11, 2023**

FINANCE COMMITTEE MEETING MINUTES

I. CALL TO ORDER, 5:00 P.M., Hybrid @ VRFA Station 31 and Zoom:

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

Members present included Chair Osborn (excused), Member Backus, and Member Garberding.

Staff members present included Chief Brad Thompson, Deputy Chief Tim Day, Deputy Chief Rick Olson, CFO Mark Horaski, and Clerk of the Committee Stefanie Harper.

II. AGENDA MODIFICATIONS

There were no agenda modifications.

III. APPROVAL OF MINUTES

A. Minutes

The minutes of the June 13, 2023, Regular Meeting were reviewed.

There being no questions or discussion, Member Backus moved, and Member Garberding seconded to approve the Minutes of the June 13, 2023, regular meeting.

MOTION CARRIED UNANIMOUSLY 2 - 0

IV. CONSENT ITEMS

A. 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.

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

MOTION CARRIED UNANIMOUSLY 2 – 0

V. 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 questions or discussion, Member Backus moved, and Member Garberding seconded to move to the full board for approval, of the Microsoft 365 Contract.

MOTION CARRIED UNANIMOUSLY 2 – 0

VI. INFORMATION/DISCUSSION

VII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 5:06 p.m.

Dated this 8th day of August 2023.

 Nancy Backus
Lynda Osborn
Chair

S. Harper
Stefanie Harper
Clerk of the Board