

Board of Governance Meeting Minutes Valley Regional Fire Authority



Meeting Date: October 10, 2023
Time: 5:15 p.m.
Location: 1101 D St NE, Auburn, WA 98002

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 (excused), 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

1. Citizen Lifesaving Award

Chief Thompson presented Officer Metzger from the City of Pacific Police Department and Officer Fajardo from the City of Algona Police Department with the Citizen Lifesaving Award for their actions on a call in September that resulted in the two lives being saved.

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

Board Chair Linnell stated there was no Finance Committee meeting on the evening of October 10, 2023, due to the lack of a quorum.

IV. BOARD MEMBER REPORTS

Member Guier expressed gratitude for the strong collaboration between VRFA and neighboring police departments, highlighting their effective teamwork in critical life-related calls.

Chair Linnell shared his recent experience touring Station 38, encouraging fellow Board members to visit VRFA stations, familiarize themselves with firefighters, explore living quarters, and expressed his gratitude to VRFA for allowing him access to their stations.

V. STAFF REPORTS

Chief Thompson provided the following update to the Board:

In terms of staffing, our 8 recruits are currently in their 7th week of the academy and are progressing well.

We've extended a conditional offer to one candidate for the February 2024 Academy, and they are currently working through the background process.

The Emergency Management position is still open, and applications will be reviewed this Friday after the closing of business.

Efforts are underway to disseminate information on Prop 1, including numerous information sessions and meetings with local groups.

We participated in the City of Auburn Wellness Fair, distributing 200 smoke alarm batteries and sharing CARES information. Additionally, we provided blood pressure checks at the City of Auburn employee benefits fair.

The Fire Marshal's Office hosted practical testing for 9 Fire Investigator candidates from the region.

Support Services conducted annual hose testing, including over 575 feet of ladders and over 50,000 feet of hose. Coordinating and completing this extensive testing in one week requires significant effort.

Quarterly EMS training is taking place at VRFA, with participation from several other agencies. Extrication training also took place at Auburn Valley Tow.

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 September 12, 2023, Regular Meeting were reviewed.

B. Vouchers

1. Claims

Check numbers 211457 through 211522 in the amount of \$496,988.30 and electronic payments in the amount of \$12,650.00 totaling \$509,638.30, dated October 11, 2023.

2. Payroll

Payroll check number 99701 and 201264 through 201271 in the amount of \$26,649.77 and electronic deposit transmissions in the amount of \$2,114,807.52 for a grand total of \$2,141,457.29 for the period covering September 1, 2023, to September 30, 2023.

There being no further discussion or questions, Member Guier moved, and Member Garberding seconded the approval of the Consent Items.

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. Systems Administrator Position

CFO Horaski presented the Board with a request to increase the IS staff by one, with the addition of a Systems Administrator. He stated the IS Department is currently staffed with only an IT Manager and one assistant due to a separate unit within the CRR Division. He asked the Board to approve an additional FTE to support the hiring of a Systems Administrator.

Discussion ensued.

There being no further questions or discussions, Member Guier moved, and Member Brown seconded the approval of the Systems Administrator position.

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X. INFORMATION/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 5:35 p.m.

Dated this 14th day of November 2023



Troy Linnell
Chair



Stefanie Harper
Clerk of the Board