

Board of Governance Meeting Minutes Valley Regional Fire Authority



Meeting Date: February 13, 2024
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 Backus led those in attendance in the Pledge of Allegiance.

B. Roll Call

Chair Nancy Backus, Vice Chair Troy Linnell, Member Vic Kave, Member Kerry Garberding, Member Lynda Osborn, Member Larry Brown, Member Bill Thomas, Member Tracy Taylor, and Member Jack Stutler.

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

C. Announcements, Proclamations, and Presentations

Chief Thompson presented DC Olson with a 25-year service coin, expressing deep gratitude for Olson's dedicated service to VRFA and commending him as an outstanding leader.

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

Vice President Gustafson updated the Board, highlighting the significant positive impact of the addition of Engine 336 on crews. The increased capacity has allowed for more training and inspections, for which crews are grateful. Everyone involved is very excited about the future of the VRFA and the growth ahead.

- D. Correspondence**
There was no correspondence.

III. BOARD COMMITTEE REPORTS

- A. Finance Committee**
Chair Osborn stated that the Finance Committee met this evening and recommended the Board approve the expenditure related to the repair of the basket on the reserve ladder truck, and Claims and Payroll.

IV. BOARD MEMBER REPORTS

There were no Board Member reports.

V. STAFF REPORTS

VRFA extends its recognition to Bill Thomas for his dedicated year of service and acknowledges Kerry Garberding for an impressive 18 years of commitment to VRFA and the communities it serves.

Chief Thompson provided an update to the Board on various topics:

Regarding our progress on the Strategic Plan, Accreditation Manager Noah Chang has submitted the draft of our annual compliance report to senior staff for review. The final draft is set to be submitted later this week to the Center for Public Safety Excellence, CFAI division, reflecting our annual progress on accreditation. This annual process ensures our compliance with all core competencies for the current year.

Capital Facilities update: Demolition for Station 38 is still in progress. The contractor is actively engaged in the permitting process with City officials. Once the permits are secured, the demolition is expected to start and is estimated to take approximately three weeks.

The Station Design Committee, in collaboration with TCA architects, has initiated the process of making crucial station design decisions. Comprising devoted members of VRFA, the committee aims to design buildings that will instill pride in the citizens of VRFA while ensuring sustainability for the future.

Staffing Update: Eight recruits graduated in January and have successfully completed a two-week post-academy program, joining their respective shifts. On February 4th, Engine 336 was placed in service and is currently responding out of St. 31, significantly enhancing our ability to respond to calls within our service area while still meeting response time benchmarks. DC Olson is acknowledged for his instrumental role in successfully setting up the new engine company. Despite its apparent simplicity, the process of upstaffing and creating a new engine company is a complex undertaking, and the dividends will be evident as we further develop our response models.

With numerous new individuals joining our organization, ongoing training and mentorship will remain a priority as they settle into their respective roles. Program appraisals, submitted by departmental program managers, offer a comprehensive overview of each program's activities, addressing any areas of concern and serving as valuable guidance for newcomers stepping into these roles.

Communications will continue from DC Olson and Chief to both internal and external stakeholders.

VRFA has partnered with Kulture City to enhance our response to neurodiverse community members. As the first Fire Department to join this initiative, Kulture City will provide VRFA with sensory tools and training, improving our ability to respond effectively to diverse needs within our community.

Discussions and questions about the implementation of the Kulture City partnership took place.

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 9, 2024, Regular Meeting were reviewed.

B. Vouchers

1. Claims

Check numbers 211709 through 211773 in the amount of \$508,538.59 and electronic payments in the amount of \$14,288.18 totaling \$522,826.77, dated February 14, 2024.

2. Payroll

Payroll check number 99705 in the amount of \$9,375.00 and electronic deposit transmissions in the amount of \$2,918,173.93 for a grand total of \$2,927,548.93 for the period covering January 1, 2024, to January 31, 2024.

There being no further discussion or questions, Vice Chair Linnell moved, and Member Taylor seconded the approval of the Consent Items.

Member Kave stated the following: I have a contractual right to receive a post-retirement medical benefit based on my years of service to VRFA. The benefit is paid on a monthly basis when the Board approves the vouchers. On the recommendation of VRFA's legal counsel, I am stating for the record that my future votes on the consent agenda approval of vouchers exclude any vote on the payment of my post-retirement medical benefit as I am abstaining from all future votes on that payment.

Board member Vic Kave stated for the record at the February 13, 2024, Board meeting that his vote on consent agendas excludes any vote on the payment of his post-retirement medical benefit from which he abstains, so Board member Kave has abstained from Voucher #ACH17-2369.

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. Ladder Truck Basket Repair

Deputy Chief Day explained the basket on apparatus AF68, reserve ladder truck, sustained damage in May 2023. The ladder truck and its components are out of the warranty period and the cost to repair is the responsibility of the VRFA. Due to no local certified repair companies, staff determined the only option was to have the basket replaced by the manufacturer. In addition to the costs in the quote, VRFA was requesting additional funds in the event of other unanticipated costs, for a total of approximately \$78,000.

There being no questions or discussions, Vice Chair Linnell moved, and Member Kave seconded the approval of the expenditure of \$78,000 to complete the ladder truck basket repairs.

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B. FBC Appeals

CFO Horaski stated the annual Fire Benefit Charge (FBC) Appeals Board, governed by RCW 52.26.250, reviews taxpayer appeals against their current FBC amounts under the approved formula. For the 2024 tax year, three appeals were received from a single property owner, all related to commercial sprinkler systems. Following a visit by the Fire Marshal, it was concluded that one parcel is eligible for the sprinkler discount, while the other two are not, maintaining uniform application in accordance with voter-approved guidelines. CFO Horaski also stated there will be a small reduction to the total FBC collected in 2024. He asked the Board to accept the recommendations of the FBC Appeals Board.

There being no questions or discussions, Member Kave moved, and Vice Chair Linnell seconded the approval of the recommendations of the FBC Appeals Board.

MOTION CARRIED UNANIMOUSLY 9 - 0

X. INFORMATION/DISCUSSION

There was no information or discussion.

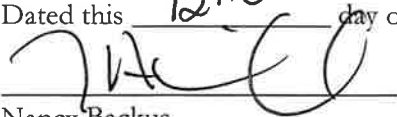
XI. EXECUTIVE OR CLOSED SESSION

There was no executive or closed session.

XII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 5:31 p.m.

Dated this 12th day of March 2024

for 
Nancy Backus
Chair


Stefanie Harper
Clerk of the Board