

# Finance Committee Meeting Minutes Valley Regional Fire Authority



Meeting Date: May 14, 2024  
Time: 5:00 p.m.  
Location: 1101 D St NE, Auburn, WA 98002

---

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

Chair Osborn called the VRFA Finance Committee Regular Meeting to order at 5:06 p.m.

Members present included Chair Osborn, 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 April 9, 2024, Regular Meeting were reviewed.

There being no questions or discussion, Member Backus moved, and Member Garberding seconded to approve the Minutes of the April 9, 2024, meeting.

**MOTION CARRIED UNANIMOUSLY 3 - 0**

## IV. CONSENT ITEMS

### A. Vouchers

#### 1. Claims

Check numbers 211895 through 211960 in the amount of \$1,203,995.70 and electronic payments in the amount of \$73,825.62 totaling \$1,277,821.32 dated May 15, 2024.

#### 2. Payroll

Payroll check number 99709 in the amount of \$9,225.00 and electronic deposit transmissions in the amount of \$2,373,048.95 for a grand total of \$2,382,273.95 for the period covering April 1, 2024, to April 30, 2024.

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 3 - 0**

## V. RESOLUTIONS & MOTIONS

### A. BC of Health, Safety, and EMS

Chief Thompson stated staff was seeking board authorization to create a new day-shift Battalion Chief (BC) position that would report to the Deputy Chief of Community Risk Reduction and oversee VRFA's Health, Safety, and Emergency Medical Services (EMS) programs, with the

recommendation to fill this position and complete the necessary backfill before Q4 2024. The proposed new position would redistribute this workload from one chief officer to two and would result in an organizational structure that is more in line with similarly sized organizations.

There being no questions or discussions, Member Backus moved, and Member Garberding seconded to approve and move to the full Board the creation of a second day-shift BC position to oversee VRFA's Health, Safety, and Emergency Medical Services programs.

**MOTION CARRIED UNANIMOUSLY 3 – 0**


**VI. INFORMATION/DISCUSSION**

There was no information or discussion.

**VII. ADJOURNMENT**

There being no further business for the Committee, the meeting was adjourned at 5:09 p.m.

Dated this 11<sup>th</sup> day of June 2024.

  
Lynda Osborn  
Chair

  
Stefanie Harper  
Clerk of the Board