

# Board of Governance Meeting Minutes Valley Regional Fire Authority



**Meeting Date:** June 11, 2024  
**Time:** 5:15 p.m.  
**Location:** 1101 D St NE, Auburn, WA 98002

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## I. CALL TO ORDER

Chair Backus 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 (Excused), Member Bill Thomas, Member Tracy Taylor, and Member Eric Petersen.

Staff members present included 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

There were no announcements, proclamations, or presentations.

### 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

Chair Osborn stated that the Finance Committee met this evening and recommended the Board approve Claims and Payroll and accept the Cares Navigation grant and hire two full-time employees.

**IV. BOARD MEMBER REPORTS**

Member Kave inquired about the status of the new brush truck, noting the upcoming wildland fire season. DC Olson responded that the new brush truck is expected to be delivered in mid-July. It is currently in the final paint stage and will be reassembled shortly. Once it arrives, it should be ready for service by the end of July or the beginning of August. All necessary coordination with ValleyComm has been completed.

**V. STAFF REPORTS**

In Chief Thompson's absence, the following was reported by staff members:

HR Borden: Four offers have been extended to Entry Level Firefighters candidates, and they are currently undergoing the background process. The academy is set to start on August 26th.

DC Day: Capital Facilities Plan Update: For Station 36, cost estimates are expected within the next few weeks. From a design standpoint, our committee is focusing on details, with two upcoming meetings dedicated to doors and door hardware, and landscaping. While there is still a significant amount of technical work to complete, we are now getting down to the finer details. Once we receive the final cost estimates, we will be able to produce construction-ready documents that will allow us to go to bid. We are on schedule to break ground after the first of the year.

Regarding Station 38, a lot of land clearing has been completed, and additional studies for wetland and geotechnical assessments are underway. Abestos removal has been completed on the existing structures, and demolition is expected in the coming weeks. The results of the wetland and geotechnical studies, along with traffic work, will inform how we position the station on the site. Our goal is to begin construction in 2025, although the exact date is still to be determined.

Communication with the community about our progress is important. We have set up a framework on our website and are working on content to go live soon. Additionally, we will provide an internal communication page to keep staff updated on developments.

CFO Horaski: Prop 1 for the FBC renewal is coming up, with a 10-year renewal on the August 6th ballot. No interest was expressed in forming a NO committee. We are currently working on internal communication to provide to staff, and we want to remind everyone that while on shift, we cannot advocate for this measure. However, we can share factual information and emphasize the importance of the FBC renewal. Any advocacy efforts will be carried out by off-shift personnel.

DC Olson: The Captain Promotional process has been successfully completed using our own test, which was developed in collaboration with Local 1352 and SKCFTC. Everything went smoothly, and we are very excited about the new process we have implemented.

**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 May 14, 2024, Regular Meeting were reviewed.

**B. Vouchers**

**1. Claims**

Check numbers 211961 through 212035 in the amount of \$1,146,963.43 and electronic payments in the amount of \$178,603.76 totaling \$1,325,567.19 dated June 12, 2024.

**2. Payroll**

Payroll check number 99710 in the amount of \$9,225.00 and electronic deposit transmissions in the amount of \$2,183,242.96 for a grand total of \$2,192,467.96 for the period covering May 1, 2024, to May 31, 2024.

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

*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 #ACH17-2474.*

**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. Care Navigation Grant Award**

Deputy Chief Day introduced Carrie Talamaivao, Lead Social Worker, to provide information on a 5-year grant VRFA was awarded. Carrie stated The Valley Regional CARES program has successfully partnered with HealthPoint Auburn and the VRFA has been awarded the Care Navigation grant. The grant award totals \$1.5 million over 5 years and will support the staffing of two full-time employees (Care Navigators) to perform patient linkage, retention, and re-engagement in MOUD care and harm reduction services. The Care Navigation grant has no matching requirements and covers 100% of the expenditures for the two FTEs.

There being no questions or discussions, Member Kave moved, and Member Petersen seconded the approval of the Cares Navigation grant and hiring of two full-time employees.

**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 5:31 p.m.

Dated this 9<sup>th</sup> day of July 2024

Nancy Backus  
Nancy Backus  
Chair

S. Harper  
Stefanie Harper  
Clerk of the Board