

# Board of Governance Meeting Minutes Valley Regional Fire Authority



**Meeting Date:** September 10, 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 (excused), 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**

Chief Thompson shared an email he received from a citizen praising CFO Horaski's exceptional customer service. The citizen had reached out to VRFA with questions about information in the voter pamphlet, and although Mark was out of the office for personal reasons, the citizen was highly impressed with his prompt response and follow-up.

### **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**

Member Backus stated that the Finance Committee met this evening and recommended the Board approve Claims and Payroll.

**IV. BOARD MEMBER REPORTS**

Member Thomas expressed his heartfelt gratitude to the VRFA, thanking them for their professionalism and assistance during a recent call to his home to help a family member.

**V. STAFF REPORTS**

Chief Thompson provided the Board with the following update:

The four new recruits are in their second week of the academy and are doing well. Special thanks to Battalion Chief Kinnee, Stefanie, Sarah, Captain Mitchell, and especially Captain Chadwick for their hard work in coordinating onboarding week. Their efforts ensure that the newest firefighters are well-prepared for the academy. Deputy Chief Olson will receive the first progress reports next Friday.

Additionally, the CARES team welcomed Lindsey Nemeyer as the new PEER Care Navigator in late August. Initial interviews for the Clinical Care Navigator position have been completed, and staff is hopeful about finding the right candidate soon.

Interviews for the Project Manager have been conducted, and the need for the position has become more urgent as the complexity of project timelines, permits, and various studies continues to grow.

Human Resources Director Sarah Borden is celebrating 10 years of service on September 22<sup>nd</sup>. Sarah has become a go-to HR expert for other fire agencies, and her contributions to the organization are invaluable.

Three VRFA members were honored at Sunday's Seahawks game: Firefighter of the Year Stewart Alway, Fire Officer of the Year Ryan Chadwick, and Firefighter Darrel Normandy, who received the Medal of Merit. They were celebrated as local heroes during the pregame ceremony and attended the game with their families, thanks to the Seahawks organization. We are proud of these three and their accomplishments and happy they got to spend Sunday enjoying the Seahawks' first win of the season.

**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 August 13, 2024, Regular Meeting were reviewed.

**B. Vouchers**

**1. Claims**

Check numbers 212157 through 212225 in the amount of \$1,197,568.78 and electronic payments in the amount of \$60,737.52 totaling \$1,258,306.30 dated September 11, 2024.

**2. Payroll**

Payroll check number 212156 in the amount of \$9,225.00 and electronic deposit transmissions in the amount of \$2,323,539.91 for a grand total of \$2,314,314.91 for the period covering August 1, 2024, to August 31, 2024.

There being no further discussion or questions, Member Kave moved, and Member Petersen 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 # DFT0010664.*

**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. 2024 Special Meeting Calendar**

CFO Horaski proposed adding two special meetings to the Board of Governance schedule. The first, on October 29th, will review the preliminary 2025 budgets, and the second, on November 13th, will be to adopt the Levy, FBC, and 2025 budgets. Public hearings related to the Levy, FBC, and budgets will take place during the regular meeting on November 12, 2024.

There being no questions or discussions, Member Kave moved, and Vice Chair Linnell seconded the approval of the 2024 Special Meeting Calendar.

**MOTION CARRIED UNANIMOUSLY 7- 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 5:27 p.m.

Dated this 8<sup>th</sup> day of October 2024

  
Nancy Backus  
Chair

  
Stefanie Harper  
Clerk of the Board