

Board of Governance Meeting Minutes Valley Regional Fire Authority



Meeting Date: May 13, 2025
Time: 5:15 p.m.
Location: 1101 D St NE, Auburn, WA 98002

I. CALL TO ORDER

Vice Chair Linnell called the Valley Regional Fire Authority (VRFA) Board of Governance Regular Meeting to order at 5:16 p.m.

A. Flag Salute

Vice Chair Linnell led those in attendance in the Pledge of Allegiance:

B. Roll Call

Chair Nancy Backus (excused), Vice Chair Troy Linnell, Member Vic Kave, Member Kerry Garberding, Member Lynda Osborn, Member Bill Thomas, Member Tracy Taylor, Member Eric Petersen, and Member Hanan Amer.

Staff members present included Deputy Tim Day, Deputy Chief Rick Olson, 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.

II. BOARD COMMITTEE REPORTS

A. Finance Committee

Chair Osborn stated that the Finance Committee met this evening and recommended the Board approve Claims and Payroll, authorize staff to enter into service contracts with Lumen Specialty Lines and AuthX, approve Resolution 205, & authorize staff to purchase replacement fleet vehicles not to exceed \$850,000.

IV. BOARD MEMBER REPORTS

There were no Board Member reports.

V. STAFF REPORTS

Chief Thompson provided the following update:

The Captain facilities build-out and strategic planning will keep us busy in the coming weeks. Invitations have gone out for the strategic planning workshops—external stakeholders will meet June 9th at the Junior Achievement facility, and internal stakeholders will gather June 10th through 12th at Algona City Hall.

The recent KCFCA recruitment event at Green River College had a strong turnout. Interviews for the social worker position will take place this week. Chief Thompson and DC Olson will also be conducting 60 interviews for Entry-Level Firefighter positions. And the BC promotional process begins next week.

Thank you to those who attended the groundbreaking ceremony for Station 36. We've officially closed on the purchase of the Orthopedics NW building and are now working with architects to help design the workspace.

Lastly, the antique fire engine is complete and out of restoration—we're excited to showcase it at upcoming community events.

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 April 8, 2025 Regular Meeting were reviewed.

B. Vouchers**1. Claims**

Check numbers 212709 through 212785 in the amount of \$590,739.12 and electronic payments in the amount of \$7,397,268.07 totaling \$7,988,007.19 dated May 14, 2025.

2. Payroll

Payroll electronic deposit transmissions in the amount of \$2,428,020.02 for the period covering April 1, 2025, to April 30, 2025.

There being no further discussion or questions, Member Garberding moved, and Member Thomas 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 # DFT0012187

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. Lumen Specialty Lines**

CFO Horaski stated that transitioning from legacy phone systems (POTS/PRI) to modern SIP circuits will improve communication, reduce costs, and increase flexibility. This shift aligns with industry trends toward IP-based systems and will future-proof VRFA's infrastructure. The move is expected to save nearly \$30,000 over three years.

There being no questions or discussions, Member Taylor moved, and Member Garberding seconded to authorize the Fire Chief to enter a three-year contract for services with Lumen Specialty Lines.

MOTION CARRIED UNANIMOUSLY 8 – 0

B. Multi-Factor Authentication

CFO Horaski stated that as part of the new Versaterm CAD system rollout at ValleyComm, all users must now use Multi-Factor Authentication (MFA) to access the system, which includes fire, EMS, and police dispatch information. MFA adds a layer of security beyond just a password. VRFA is committed to meeting these security requirements while minimizing user disruption and has identified a solution to streamline the sign-in process for all employees.

There being no questions or discussion, Member Taylor moved, and Member Garberding seconded to authorize the Fire Chief to enter a three-year MFA service contract with AuthX.

MOTION CARRIED UNANIMOUSLY 8 – 0

C. Resolution #205

DC Day stated that in accordance with RCW 39.33.010, and VRFA policy 6501, the VRFA may dispose of public property that is no longer of value or use. Items included in this request for surplus include dive rescue equipment, IT equipment, a pickup canopy, a vehicle backseat, and fire rescue equipment. A detailed list was provided.

There being no questions or discussion, Member Taylor moved, and Member Amer seconded to approve and move to the full Board Resolution 205 – Surplus Items.

MOTION CARRIED UNANIMOUSLY 8 – 0

D. Staff Vehicle Replacement

DC Day stated that staff are seeking authorization to purchase approximately 15 staff vehicles at a cost not to exceed \$850,000 to support multiple VRFA work groups. This request addresses both the aging condition of the current fleet and increased demand due to program growth. If approved, this purchase would expand the non-response fleet from 22 to 30 vehicles after surplus seven older units.

Of the 15 vehicles being evaluated, seven are recommended for surplus, while eight will remain in service for lower-use assignments. Many of the vehicles being replaced are at least

14 years old and lack modern safety features. Maintenance costs on these older vehicles have exceeded 30% of their residual value—an industry benchmark for replacement.

Vehicle availability may affect the final purchase timeline. Funds will also be used to upfit selected vehicles with lights, sirens, canopies, and other features. Support Services reviewed leasing versus purchasing and determined that purchase is the most fiscally responsible option. Procurement will proceed via state bid or local sources.

During the discussion, Member Petersen asked how many miles were on the vehicles proposed for replacement. DC Day responded that while he didn't have the exact mileage figures on hand, the decision was based more on cost to replace and repair parts of older fleet than mileage—issues like tires, window seals, and other age-related concerns.

Member Kave asked why all vehicles were being purchased at once instead of staggering the replacement. DC Day explained that many of the vehicles were originally acquired when the VRFA was formed. The agency has focused heavily on emergency response vehicle maintenance until now, but is implementing a plan to better maintain and regularly replace non-response fleet vehicles moving forward.

Member Kave also asked about the funding source, inquiring whether it came from a specific fleet fund rather than the emergency response fund. Horaski confirmed that funding had been set aside for this purpose and that it would not impact general fund expenditures. He explained that the agency is taking a more detailed, long-term approach to funding planned expenses over a 5–10 year period, building reserves to support future purchases without drawing on current year funds.

Member Taylor thanked DC Day for his detailed explanation and the thoughtful planning that went into the proposal. She then stated, "I authorize staff to purchase replacement fleet vehicles not to exceed \$850,000." Member Amer seconded the statement.

Member Kave called a Point of Order, noting that Member Taylor's language did not constitute a formal motion. Member Taylor acknowledged the error and restated her motion correctly.

There being no questions or discussion, Member Taylor moved, and Member Amer seconded to approve and move to the full Board to authorize staff to purchase replacement fleet vehicles not to exceed \$850,000.

MOTION CARRIED 7 – 1 (Member Peterson voting "no")

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 5:39 p.m.

Dated this 10th day of June 2025

Nancy Backus
Nancy Backus
Chair

S. Harper
Stefanie Harper
Clerk of the Board