

Finance Committee Meeting Minutes

Valley Regional Fire Authority



Meeting Date: May 13, 2025
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 5:00 p.m.

Members present included Chair Osborn and Member Garberding.

Staff members present included Deputy Chief Tim Day, Deputy Chief Rick Olson, and Clerk of the Committee Stefanie Harper.

- II. **AGENDA MODIFICATIONS**
There were no agenda modifications.

III. **APPROVAL OF MINUTES**

- A. **Minutes**
The minutes of April 8, 2025, Regular Meeting were reviewed.

There being no questions or discussion, Member Garberding moved, and Chair Osborn seconded to approve the Minutes of the April 8, 2025, meeting.

MOTION CARRIED UNANIMOUSLY 2 - 0

IV. **CONSENT ITEMS**

A. **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 regarding Claims or Payroll, Member Garberding moved, and Chair Osborn seconded to approve and move to the full Board, the Claims and Payroll.

MOTION CARRIED UNANIMOUSLY 2 - 0

V. **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 discussion, Member Garberding moved, and Member Osborn seconded to approve and move to the full Board the recommendation to enter into a three-year contract for services with Lumen Specialty Lines.

MOTION CARRIED UNANIMOUSLY 2 – 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 Garberding moved, and Member Osborn seconded to approve and move to the full Board the recommendation to enter into a three-year MFA service contract with AuthX.

MOTION CARRIED UNANIMOUSLY 2 – 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 Garberding moved, and Member Osborn seconded to approve and move to the full Board Resolution 205 – Surplus Items.

MOTION CARRIED UNANIMOUSLY 2 – 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.

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

MOTION CARRIED UNANIMOUSLY 2 – 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 10th day of June 2025.

Nancy Backus

Lynda Osborn
Chair

S. Harper

Stefanie Harper
Clerk of the Board