

Board of Governance Meeting Minutes Valley Regional Fire Authority



Meeting Date: June 10, 2025
Time: 5:15 p.m.
Location: 1101 D St NE, Auburn, WA 98002

I. CALL TO ORDER

Chair Backus called the Valley Regional Fire Authority (VRFA) Board of Governance Regular Meeting to order at 5:16 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 (excused), Member Bill Thomas, Member Tracy Taylor (excused), Member Eric Petersen, and Member Hanan Amer.

Staff members present included Chief Brad Thompson, 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

Dan Sequist from the E-Board addressed the Board of Governance, expressing his enthusiasm for the collaborative efforts between Administration and VRFA members as the Strategic Plan meetings begin. He shared his optimism for the future of the VRFA and looks forward to the outcomes the planning committee will produce.

D. Correspondence

There was no correspondence.

II. BOARD COMMITTEE REPORTS

A. Finance Committee

Member Backus stated that the Finance Committee met this evening and recommended the Board approve Claims and Payroll, & VRFA Policy No. 220.

IV. BOARD MEMBER REPORTS

There were no Board Member reports.

V. STAFF REPORTS

Chief Thompson provided the following update:

Strategic Plan process is in full swing this week, with the Center for Public Safety Excellence joining VRFA in meetings with community partners and internal stakeholders. This process, last completed six years ago, helps identify gaps and guides future initiatives to meet community expectations.

Five entry level firefighter candidates are currently in background phases of the hiring process.

Steve Zehnder has been shadowing in his new role as Deputy Chief of Operations, filling DC Olson's position.

Captain Ryan Free will be promoted to Battalion Chief effective July 1, taking over B Shift. He currently serves as President of Local 1352.

Firefighters Bartlett and Monsebroten will be promoted to Captain on July 1.

DFM Matt Harrington and Captain Reed Astley are both retiring in the next few weeks. Harrington concludes a 25-year career in the Fire Marshal's Office. Astley previously served as Local 1352 President and most recently represented the 4th District on the WA State Council of Firefighters.

Deputy Chief Rick Olson is retiring after 26 years with the VRFA and City of Auburn Fire Department. Beginning as a volunteer with Mt. View Fire & Rescue, Rick advanced through the ranks to Captain, Battalion Chief, and finally Deputy Chief. He contributed across nearly every division of the agency, served 18 years on the Local 1352 Executive Board, and played a pivotal role in Labor-Management collaboration. Chief Thompson expressed heartfelt thanks to Rick for his exceptional service, leadership, and friendship. Congratulations, Rick!

Deputy Chief Rick Olson expressed his sincere gratitude to the Board of Governance and to every individual he has worked with throughout his career. In his parting words, he shared a message that has become a hallmark of his leadership - Be curious. Attack whatever it is you find to understand the why. Don't tear things down.

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 13, 2025 Regular Meeting were reviewed.

B. Vouchers**1. Claims**

Check numbers 212786 through 212854 in the amount of \$627,769.84 and electronic payments in the amount of \$1,304,171.68 totaling \$1,931,941.52 dated June 11, 2025.

2. Payroll

Payroll electronic deposit transmissions in the amount of \$2,463,612.99 for the period covering May 1, 2025, to May 31, 2025.

There being no further discussion or questions, Vice Chair Linnell moved, and Member Garberding 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 # DFT0012362.

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. Policy 2200 Financial Management**

CFO Horaski stated that VRFA Policy No. 2200 has been updated as part of a routine housekeeping review to align with current practices and recommendations. The update includes the addition of a new section on Electronic Fund Transfers which formalizes procedures already in use for EFT payments. No other changes were made. This update ensures continued alignment with best practices, WA State Auditor recommendations, and VRFA's financial procedures.

There being no questions or discussions, Vice Chair Linnell moved, and Member Garberding seconded to approve changes made to VRFA Policy No. 2200.

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 5:31 p.m.

Dated this 8th day of July 2025

Nancy Backus
Nancy Backus
Chair

S. Harper
Stefanie Harper
Clerk of the Board