

Board of Governance Meeting Minutes Valley Regional Fire Authority



Meeting Date: August 12, 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 5:15 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 (excused), Member Vic Kave, Member Kerry Garberding (excused), Member Lynda Osborn (excused), Member Bill Thomas, Member Tracy Taylor, Member Eric Petersen, and Member Hanan Amer.

Staff members present included Chief Brad Thompson, Deputy Tim Day, CFO Mark Horaski, 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

Ryan Simpson spoke to the Board on behalf of IAFF Local #1352 and thanked them for their participation in the service for Bill Mack.

D. Correspondence

There was no correspondence.

II. BOARD COMMITTEE REPORTS

A. Finance Committee

Member Backus reported that the Finance Committee had no quorum this evening therefore did not hold their regular meeting and no actions were taken.

IV. BOARD MEMBER REPORTS

Vice Chair Linnell thanked members of VRFA for participating in the the National Night Out in the City of Algona neighborhoods.

Member Kave thanked members of VRFA for participating in Pacific Days and National Night Out in the City of Pacific neighborhoods.

Chair Backus thanked members of the VRFA for participating in National Night Out in the City of Auburn neighborhoods.

V. STAFF REPORTS

Chief Thompson provided the following update:

Reflecting on the passing of Bill Mack, thank you to those who attended his service. Bill's death has been determined to be a line-of-duty death due to occupational cancer, and his service was conducted with full honors in accordance with traditions adopted by the Washington State Fire Chiefs and Washington State Council of Firefighters. Bill's legacy with the Auburn Fire Department and VRFA is profound, he touched many lives, excelled in multiple leadership roles, and had the unique ability to create a positive and fun work environment in a difficult profession. His passing is a reminder that firefighters face increased risks of occupational cancer due to toxic exposures, high stress, and sleep deprivation. The VRFA takes proactive measures to reduce risks, including adopting the "Healthy In, Healthy Out" best practices, designing clean cabs and station airlocks, securing an L&I grant for a hood exchange program, offering annual Life Scan physicals with advanced screenings, and providing the Grail early cancer detection blood test. While exposure will always be a reality of the profession, we are committed to creating the healthiest work environment possible.

Gratitude is extended to the Auburn Police Department for their role in Bill's service, particularly leading the motorcycle procession, which was both an honor to witness and a powerful display of support.

Looking ahead, VRFA will welcome six new recruits at the end of the month and two new social workers this month as well. And a special thank you to all Cities for hosting National Night Out, the team enjoyed being part of the community events.

DC Day provided an update on station design projects. Station 36 remains very active in construction, with subgrade work underway and the project continues to be on schedule. For Station 38, staff are working closely with architects and engineers to address issues identified during the pre-application process with the City of Pacific, with the goal of preparing construction-ready documents and going out to bid in the first quarter of 2026. At Station 31, schematic design estimates are being developed to evaluate square footage and desired features before moving into the design phase. A known issue of PFAS contamination at this site is being addressed with the help of a consultant, and additional information will be provided as solutions are identified. For the Headquarters project, design documents have been submitted and costed out, falling near target projections. Adjustments will be made as needed before moving into design and construction, with the goal of having construction-ready documents by the end of 2025 so the project can go out to bid.

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 July 8, 2025, Regular Meeting were reviewed.

B. Vouchers**1. Claims**

Check numbers 212921 through 213007 in the amount of \$1,461,506.41 and electronic payments in the amount of \$98,413.07 totaling \$1,559,919.48 dated August 13, 2025.

2. Payroll

Payroll electronic deposit transmissions in the amount of \$2,755,072.14 for the period covering July 1, 2025, to July 31, 2025.

There being no further discussion or questions, Vice Chair Linnell moved, and Member Amer 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 # DFT0012761.

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. Resolution #209 -Appointment of Business Agents**

CFO Horaski stated this resolution is a housekeeping measure to update the VRFA's designated business agent and agent to receive claims. Under RCW 4.96.020, governmental entities are required to appoint an agent to receive any claim for damages filed against the Authority. The update ensures that the position responsible for organizational claims and risk management is formally designated by the Board, and that this designation is properly recorded with both King and Pierce Counties as required by statute.

There being no further questions or discussions, Vice Chair Linnell moved, and Member Kave seconded to approve Resolution #209.

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 5:34 p.m.

Dated this 9-9-25 day of September 2025

Trey Linneus
Nancy Backus
Chair

Stefanie Harper
Stefanie Harper
Clerk of the Board