

Board of Governance Meeting Minutes Valley Regional Fire Authority



Meeting Date: April 14, 2026

Time: 5:00 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 5:00 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 Tim Fairley, Member Bill Thomas, Member Tracy Taylor, Member Eric Petersen, and Member Hanan Amer.

Staff members present included Chief Brad Thompson, Deputy Chief Tim Day, Deputy Steve Zehnder, CFO Mark Horaski, HR Director Sarah Borden, Legal Counsel 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

There is no Finance Committee at this time.

IV. BOARD MEMBER REPORTS

There were no Board Member Reports

V. STAFF REPORTS

Chief Thompson opened by wishing a happy birthday to Members Garberding and Peterson.

Chief Thompson shared that staffing remains a key area of strategic focus. One Social Worker will join the CARES team on May 4th, and a second candidate has accepted a conditional offer, with an anticipated start in mid June. Both bring diverse professional backgrounds and will complement the current CARES team well. The three recruit firefighters are performing well in academy, based on evaluations conducted earlier in the day by Deputy Chief Zehnder.

Promotional processes are also underway for several Firefighter Specialist positions. This week included exams for Deputy Fire Marshal and Medical Program Specialist, and the Civil Service Commission approved eligibility lists for the Technical Rescue, Public Information and Education, Ladder, and Hazardous Materials teams.

The firefighter recruitment committee has been preparing for oral boards, which will take place next week with three panels interviewing 280 candidates. Candidates advancing from oral boards will move to Chief's Interviews scheduled for the third week of May, with the goal of filling six positions for the fall academy. This recruitment effort is resource intensive but remains one of the most important responsibilities within the organization, as those selected will soon serve community members during critical emergencies.

Capital facilities projects also continue progressing well. Station 36 remains on schedule for Engine 336 to begin operating from the new facility in mid to late summer. Station 38 and the Headquarters project went out to bid last week, generating strong interest from eight builders, including five who attended a site walkthrough that day. Bids are due May 5th and will be reviewed in the following weeks.

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

1. The minutes of March 10, 2026, Regular Meeting were reviewed.

B. Vouchers

1. Claims

Check numbers 213561 through 213641 in the amount of \$1,469,725.78 and electronic payments in the amount of \$952,653.36 totaling \$2,422,379.14 dated April 15, 2026.

2. Payroll

Payroll electronic deposit transmissions in the amount of \$2,624,870.54 for the period covering March 1, 2026, to March 31, 2026.

There being no further discussion or questions, Vice Chair Linnell moved, and Member Taylor 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 # DFT 0014788

MOTION CARRIED UNANIMOUSLY 9 - 0

VII. UNFINISHED BUSINESS

There was no unfinished business.

VIII. NEW BUSINESS

There was no new business.

IX. RESOLUTIONS & MOTIONS

A. Cintas Contract

DC Day stated the VRFA has contracted with Cintas for uniform services since 2006. The agreement provides pricing and terms for uniform rental and cleaning for a new 12-month term.

There being no discussion or questions, Vice Chair Linnell moved, and Member Amer seconded to approve the new Cintas contract.

MOTION CARRIED UNANIMOUSLY 9 - 0

X. RECESS

A five (5) minute recess was called to allow staff time to set up the room in preparation for the Fire Chief's Interview process.

XI. INFORMATION/DISCUSSION

A. Fire Chief Recruitment Interview

HR Borden conducted interviews for the position of Fire Chief. There was one candidate, DC Tim Day.

XII. EXECUTIVE OR CLOSED SESSION

Following the completion of the Fire Chief Interview, HR Borden requested an executive session to evaluate the qualifications of an applicant for public employment, as authorized by RCW 42.30.110(1)(g), to include herself, Chief Thompson, CFO Horaski, and members of the Board. The session was anticipated to last 15 minutes, with possible action upon return to open session.

Chair Backus convened the executive session at 5:50 p.m. The session was extended by seven (7) minutes, for a total duration of twenty-two (22) minutes and concluded at 6:12 pm. The Board returned to regular session at 6:14 p.m., allowing additional time for excused members to return to their seats.

Vice Chair Linnell moved to appoint Tim Day to Fire Chief and authorized CFO Horaski to begin contract negotiations and return to the Board with a proposed agreement for approval. Member Amer seconded the motion.

Discussion ensued.


MOTION CARRIED 8 - 1, with Member Kave voting no

XIII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 6:23 p.m.

Dated this 12th day of May 2026


Nancy Backus
Chair


Stefanie Harper
Clerk of the Board