



**VALLEY REGIONAL FIRE AUTHORITY
GOVERNANCE BOARD
1101 D Street NE
Auburn, Washington
December 8, 2020**

GOVERNANCE BOARD MEETING MINUTES

I. CALL TO ORDER

Due to technical difficulties, the meeting start time was delayed.

Chair Leanne Guier called the Valley Regional Fire Authority (VRFA) Board of Governance Regular Meeting to order at 6:05 p.m.

A. Flag Salute

Chair Guier led those in attendance in the Pledge of Allegiance.

B. Roll Call

Chair Leanne Guier, Vice-Chair Dave Hill, Member Nancy Backus, Member Claude DaCorsi, Member Kerry Garberding, Member Troy Linnell, Member Lynda Osborn, Member David Storaasli, and Member Larry Brown (excused).

Staff members present included Fire Chief Brent Swearingen, Deputy Chief Dave Larberg, Deputy Chief Brad Thompson, Chief Financial Officer Mark Horaski, Legal Counsel Eric Quinn, and Clerk of the Board Stefanie Harper.

C. Announcements, Proclamations, and Presentations

Chief Swearingen announced to the Board of Governance two recent Captain Position promotions – Captain Jordan Gustafson and Captain Jerry Montiel.

Captain Gustafson and Captain Montiel introduced themselves to the Board, expressed their gratitude, and stated they were looking forward to fulfilling their duties in their new roles.

D. Appointments

There were no appointments.

E. Agenda Modifications

There were no agenda modifications.

II. PUBLIC HEARINGS, CITIZEN INPUT, AND CORRESPONDENCE

A. Public Hearings

Pursuant to Proclamation 20-28 Open Public Meetings Act, there was no public hearing.

B. Audience Participation

Pursuant to Proclamation 20-28 Open Public Meetings Act, there was no audience participation. All correspondence was submitted prior to the meeting and provided to the Board

There was no correspondence submitted to the Board.

C. Update from IAFF Local #1352

Captain Norm Golden addressed the Board and expressed his immense gratitude to the leadership team of the VRFA, the Board of Governance and the Local #1352 for the opportunities afforded to him in his tenure with the VRFA. Captain Golden stated his last shift was December 9, 2020 as he accepted a Deputy Chief position with a neighboring agency within Zone 3.

President Reed Astley stated his term as President of the Local #1352 would end on December 31, 2020. President Astley thanked the Board for their hard work and collaboration efforts during his time as President.

Vice President Ryan Freed will be appointed President effective January 1, 2021.

D. Correspondence

There was no correspondence for the Board's consideration.

III. BOARD COMMITTEE REPORTS

A. Finance Committee

Member Backus stated that the Finance Committee met this evening and Recommends Claims and Payroll, Resolution 169 for approval by the Board.

IV. BOARD MEMBER REPORTS

Chair Guier thanked the VRFA for their participation in the City of Pacific tree lighting.

V. STAFF REPORTS

A. Administration

Chief Swearingen provided an update to the Board on the success of the COVID testing site.

Chief Swearingen provided an update on the 2021 Entry Level Firefighter recruit process.

Chief Swearingen provided an update on the Fire Marshal's office and stated Fire Marshal Stewart has put in her retirement for March 2021. Assistant Fire Marshal Dave Casselman would be promoted to Fire Marshal when the position becomes vacant.

Chief Swearingen stated Deputy Fire Marshal Andrew Bergford would be promoted to Assistant Fire Marshal when that position becomes vacant.

Chief Swearingen provided an update on the Cool Café fire.

Chief Swearingen thanked Local #1352 on their hard work setting up distribution for Toys for Kids this year.

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. Minutes of the November 09, 2020 Special Meeting were reviewed.
2. Minutes of the November 10, 2020 Regular Meeting were reviewed.

B. Vouchers

1. Claims

Check numbers 209127 through 209186 in the amount of \$611,546.11, and electronic payments in the amount of \$1,350,450.00, totaling \$1,961,996.11, dated December 9, 2020.

2. Payroll

Payroll check numbers 99642 through 99643 in the amount of \$15,695.31, and electronic deposit transmissions in the amount of \$1,829,369.26 for a grand total of \$1,845,064.57 for the period covering November 1, 2020 to November 30, 2020.

There being no further discussion or questions Vice Chair Hill moved and Member Backus seconded the approval of the Minutes, Claims and Payroll as presented above.

MOTION CARRIED UNANIMOUSLY 8-0

V. UNFINISHED BUSINESS

There was no unfinished business.

VI. NEW BUSINESS

There was no new business.

VII. RESOLUTIONS & MOTIONS

A. Resolution No. 169

CFO Horaski stated Resolution 169 is a resolution of the Governing Board of the Valley Regional Fire Authority amending the 2020 debt services fund budget.

There being no further discussion or questions, Vice Chair moved and Member Backus seconded to approve Resolution No. 169.

MOTION CARRIED UNANIMOUSLY 8-0

VI. INFORMATION/DISCUSSION

There was no information/discussion.

VII. EXECUTIVE OR CLOSED SESSION

Chief Swearingen requested an executive session to include CFO Horaski and the Board members to review the performance of a public employee as authorized by RCW 42.30.110. Anticipated that the executive session will last ten minutes and there may be action at the conclusion.

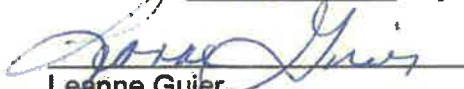
Chair Guier convened the executive session at 6:37 pm with Board members and CFO Hoarski. The executive session concluded at 6:59 pm and the Board returned to their regular meeting.

Member Backus moved that the Board of Governance amend the compensation of Chief Brent Swearingen, effective January 1, 2021 with a cost of living adjustment of 1% of the 2020 base salary, and providing executive leave totaling 60 hours annually. This leave will not be not be carried forward to a future year and may not to be cashed out upon separation. Member Garberding seconded.

VII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 7:02 p.m.

Dated this 15th day of January, 2021


Leanne Guier
Chair


Stefanie Harper
Clerk of the Board