



**VALLEY REGIONAL FIRE AUTHORITY
GOVERNANCE BOARD
1101 D Street NE
Auburn, Washington
February 9, 2021**

GOVERNANCE BOARD MEETING MINUTES

I. CALL TO ORDER

Chair David Hill called the Valley Regional Fire Authority (VRFA) Board of Governance Regular Meeting to order at 5:19 p.m.

A. Flag Salute

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

B. Roll Call

Chair David Hill, Vice-Chair Nancy Backus, Member Leanne Guier (excused), Member Claude DaCorsi, Member Kerry Garberding, Member Troy Linnell (5:37pm), Member Lynda Osborn, Member David Storaasli (excused), and Member Larry Brown.

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 presented Board Members Kerry Garberding and David Storaasli with their 5-year service coin and thanked them for their continued, dedicated service to the VRFA Board of Governance.

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

Vice President Jordan Gustafson of IAFF Local #1352 intended on providing an update but was called in service and unable to attend.

D. Correspondence

There was no correspondence for the Board's consideration.

III. BOARD COMMITTEE REPORTS

A. Finance Committee

Chair Osborn stated that the Finance Committee met this evening and recommends Claims and Payroll, Resolutions 170 & 171 for approval by the Board.

IV. BOARD MEMBER REPORTS

Vice Chair Backus shared her appreciation to VRFA staff who have provided COVID testing and vaccinations at the GSA site. She indicated the consensus of the public was that operation was running smoothly and they had been met with extremely professional, caring and courteous crews.

V. STAFF REPORTS

A. Administration

Chief Swearingen provided an update to the Board on the COVID vaccination site at the GSA facility.

Chief Swearingen stated VRFA FBC appeal period has passed and indicated there were no FBC appeals submitted for 2021.

Chief Swearingen provided an update on the ladder truck purchase. He indicated the production period is approximately 12-18 months.

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 January 12, 2021 Regular Meeting were reviewed.

B. Vouchers

1. Claims

Check numbers 209264 through 209323 in the amount of \$301,261.03, and electronic payments in the amount of \$12,012.03, totaling \$313,273.06, dated February 9, 2021. (Checks #209262 through

#209263 were issued to replace Ck #209147 and Ck #209240 lost/destroyed in the mail.)

2. Payroll

Payroll check numbers 99646 through 99647 and 201120 through 201141 in the amount of \$33,378.89, and electronic deposit transmissions in the amount of \$2,355,794.01 for a grand total of \$2,389,172.90 for the period covering January 1, 2021 to January 31, 2021.

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

MOTION CARRIED UNANIMOUSLY 6-0

V. UNFINISHED BUSINESS

There was no unfinished business.

VI. NEW BUSINESS

There was no new business.

VII. RESOLUTIONS & MOTIONS

A. Resolution No. 170

CFO Horaski stated Resolution No. 170 – Amendment to the Retiree Medical Benefit Plan – is to provide a larger planning window for backfilling staffing, increase the number of participant slots and provide limited flexibility for employees to change a stated retirement date.

Discussion ensued.

There being no further discussion or questions, Vice Chair Backus moved and Member Garberding seconded the approval of Resolution No. 170.:

MOTION CARRIED UNANIMOUSLY 6-0

B. Resolution No. 171

CFO Horaski stated Resolution No. 171 – Temporary Interfund Loan – allows the Capital Projects Fund (CPF) to borrow, on a short-term basis, cash from the General Fund (GF) to address a temporary cash flow timing issue. These funds will be utilized for a down payment on the aerial apparatus acquisition, approved by the Board in the 2021 budget.

There being no further discussion or questions, Vice Chair Backus moved and Member Garberding seconded the approval of Resolution No. 171.

MOTION CARRIED UNANIMOUSLY 6-0

C. Amendment to 2021 Fee Schedule

CFO Hoaraski stated to ensure fairness and consistency, VRFA charges the same rate for ambulance transports as our ambulance contractor. He recommended a limited amendment to the 2021 fee schedule to harmonize the 2021 transport fees between VRFA and Tri-Med.

There being no further discussion or questions, Vice Chair Backus moved and Member Garberding seconded the approval of the Amendment to 2021 Fee Schedule.

MOTION CARRIED UNANIMOUSLY 6-0

VI. INFORMATION/DISCUSSION

Chief Swearingen provided an introduction on the Capital Facilities Plan. The Capital Facilities Plan was part of the Strategic Plan previously adopted. Chief Swearingen indicated board members would be receiving a copy of the draft plan for their consideration in an upcoming Board Meeting.

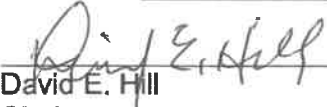
VII. EXECUTIVE OR CLOSED SESSION

There was no need for an executive or closed session.

VII. ADJOURNMENT

There being no further business for the Committee, the meeting was adjourned at 5:46 p.m.

Dated this 9th day of March, 2021



David E. Hill
Chair



Stefanie Harper
Clerk of the Board