



**LEOFF
Regular Meeting
December 3, 2024 - 10:00 AM
City Hall 2nd Floor
Conference Room 3**

MINUTES

CALL TO ORDER

Chair Jim Kelly called the meeting to order at 10:00 a.m.

Present on the Zoom call included Chair Pro Tem Bill Petersen, Member Stan Laatsch, Councilmember Hanan Amer, and Councilmember Cheryl Rakes. Also included on the Zoom call and in person (Conference Room 3, City Hall) was Board Secretary Terry Mendoza.

PUBLIC PARTICIPATION

- A. The Law Enforcement Officers and Firefighters Disability Board Meeting scheduled for Tuesday December 3, 2024, at 10:00 a.m. will be held in person and virtually.

Virtual Participation Link:

To listen to the meeting by phone or Zoom, please call the number below or click the link:

Telephone: +1 253 215 8782 US (Tacoma)

Zoom: <https://zoom.us/j/91850709275>

Meeting ID: 918 5070 9275

Board Secretary Mendoza reported that there was no public participation, either virtually or in person.

AGENDA MODIFICATIONS

Board Secretary Mendoza reported that there were no agenda modifications.

AUDIENCE PARTICIPATION

- A. The public can participate in-person or submit written comments in advance. Participants can submit written comments via mail, fax, or email. All written comments must be received prior to 5:00 p.m. on the day before the scheduled meeting and must be 350 words or less.

Please mail written comments to:

City of Auburn

Attn: Terry Mendoza, Human Resources Analyst

25 W Main St

Auburn, WA 98001

Please fax written comments to:
Attn: Terry Mendoza, Human Resources Analyst
Fax number: 253-288-4305

Email written comments to: tmendoza@auburnwa.gov

If an individual requires accommodation to allow for remote oral comment because of a difficulty attending a meeting of the governing body, the City requests notice of the need for accommodation by 5:00 p.m. on the day before the scheduled meeting. Participants can request accommodation to be able to provide a remote oral comment by contacting the Human Resources Department in person, by phone 253-931-3040, or by email (tmendoza@auburnwa.gov).

Board Secretary Mendoza reported that there was no correspondence received from the public.

APPROVAL OF MINUTES

A. Minutes of the November 5, 2024, LEOFF Board

Motion by Chair Pro Tem Petersen to approve the minutes as published. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 5-0

DISCUSSION ITEMS

Board Secretary Mendoza reported that the final batch of updated LEOFF Policies will be mailed in the coming week.

Member Laatsch inquired about the additional letter included with the claim for LEOFF 1 Member #910342. Board Secretary Mendoza will research and include this on the January agenda, if applicable.

ACTION ITEMS

UNFINISHED BUSINESS

A. LEOFF 1 Member #635612

Requests approval of dental expenses in the amount of \$223.20 for services received on September 6, 2024. This item was tabled at the October 1st and November 5th, 2024, Board meetings until complete documentation for the claim is received.

The Board reviewed the additional information received for this claim.

Motion by Chair Pro Tem Petersen to approve the claim as submitted. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 5-0

NEW BUSINESS

A. LEOFF 1 Member #642873

Requests approval of dental expenses in the amount of \$195.00 for services received on October 28, 2024.

Motion by Chair Pro Tem Petersen to approve the claim as submitted. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 5-0

B. LEOFF 1 Member #221843

Requests approval of Dental expenses in the amount of \$672.30 for services received between July 11, 2023, and August 13, 2024.

Motion by Chair Pro Tem Petersen to table the claim until further information is received substantiating the requested reimbursement amount. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 5-0

C. LEOFF 1 Member #910342

Requests approval of vision expenses in the amount of \$273.96 for items purchased on October 22, 2024.

Motion by Chair Pro Tem Petersen to approve the claim as submitted. Second by Member Laatsch.

MOTION PASSED UNANIMOUSLY. 5-0

D. LEOFF 1 Member #406822

Requests approval of dental expenses in the amount of \$125.00 for services received on November 19, 2024.

Motion by Councilmember Amer to approve the claim as submitted. Second by Chair Pro Tem Petersen.

MOTION PASSED UNANIMOUSLY. 5-0

E. LEOFF 1 Member #392099

Requests approval of dental expenses in the amount of \$265.05 for services received on November 26, 2024.

Chair Pro Tem Petersen abstained from this agenda item.

Motion by Member Laatsch to approve the claim as submitted. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 4-0

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:11 a.m.

APPROVED this ____ day of _____ 2025.

Jim Kelly, Chairman

Terry Mendoza, Board Secretary