



**LEOFF
Regular Meeting
August 5, 2025 - 10:00 AM
City Hall 2nd Floor
Conference Room 3**

MINUTES

CALL TO ORDER

Chair Jim Kelly called the meeting to order at 10:03 a.m.

Present on the Zoom call was Chair Pro Tem Bill Petersen, Member Stan Laatsch, and Councilmember Hanan Amer. Also present on the call and in person (Conference Room 3, City Hall) was Board Secretary Terry Mendoza and HR Administrative Assistant Samantha Norman.

Deputy Mayor Cheryl Rakes was excused.

PUBLIC PARTICIPATION

- A. The Law Enforcement Officers and Firefighters Disability Board Meeting scheduled for Tuesday, August 5, 2025, 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: (253) 215-8782

Toll Free: (305) 224-1968

Zoom <https://zoom.us/j/95811301321>

Board Secretary Mendoza reported that there was no one from the public present on the Zoom call or in person.

AGENDA MODIFICATIONS

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 no correspondence was received from the public.

APPROVAL OF MINUTES

A. Approval of the July 1, 2025 LEOFF Board Meeting Minutes

Motion by Member Laatsch to approve the minutes as published. Second by Chair Pro Tem Petersen.

MOTION CARRIED UNANIMOUSLY. 4-0

DISCUSSION ITEMS

ACTION ITEMS

A. LEOFF Member #444135

- i. Requests approval of medical expenses in the amount of \$1,344.41 for home health care services received from June 9 through June 21, 2025.
- ii. Requests approval of medical expenses in the amount of \$1,185.00 for home health care services received from June 23 through July 4, 2025.
- iii. Requests pre-approval of new Durable Medical Equipment (DME).

Motion by Member Laatsch to approve the medical claim for home health services as submitted. Second by Councilmember Amer.

MOTION CARRIED UNANIMOUSLY. 4-0

Motion by Member Laatsch to approve the medical claim for home health care services as submitted. Second by Chair Pro Tem Petersen.

MOTION CARRIED UNANIMOUSLY. 4-0

Motion by Councilmember Amer to approve the durable medical equipment as requested. Second by Chair Pro Tem Petersen.

MOTION CARRIED UNANIMOUSLY. 4-0

B. LEOFF Member #310533

Requests approval of dental expenses in the amount of \$1,870.00 for services received on July 28 and 29, 2025.

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

MOTION CARRIED UNANIMOUSLY. 4-0

C. LEOFF Member #937035

Requests approval of dental expenses in the amount of \$477.90 for services received on July 22, 2025.

Member Laatsch abstained from this item.

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

MOTION PASSED. 3-0

D. LEOFF Member #392099

Requests approval of vision expenses in the amount of \$244.97 for services received on July 23, 2025.

Chair Pro Tem Petersen abstained from this item.

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

MOTION PASSED. 3-0

NEW BUSINESS

There was no new business discussed.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:15 a.m.

APPROVED this 9th day of September 2025.

Jim Kelly, Chairman

Terry Mendoza, Board Secretary