



**LEOFF
Special Meeting
September 9, 2025 - 10:00 AM
City Hall 2nd Floor
Conference Room 3**

MINUTES

CALL TO ORDER

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

Board members included on the Zoom call were Chair Pro Tem Bill Petersen, Member Stan Laatsch, Deputy Mayor Rakes, and Councilmember Hanan Amer. Staff included on the Zoom call and in person (City Hall, Conference Room 3) Board Secretary Terry Mendoza and HR Administrative Assistant Samantha Norman.

PUBLIC PARTICIPATION

- A. The Law Enforcement Officers and Firefighters Disability Special Board Meeting scheduled for Tuesday, September 9, 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) 214-8782

Toll Free: (305) 224-1968

Zoom: <https://zoom.us/j/95705246375>

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

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 advised that there was no correspondence received from the public.

APPROVAL OF MINUTES

A. Approval of the August 5, 2025, LEOFF Board Meeting Minutes

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

MOTION PASSED UNANIMOUSLY. 4-0

**Note: Deputy Mayor Rakes was having technical issues and was temporarily disconnected during this vote.*

ACTION ITEMS

A. LEOFF Member #529199

Requests approval of dental expenses in the amount of \$150.00 for services received on August 27, 2025

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

MOTION PASSED UNANIMOUSLY. 5-0

B. LEOFF Member #642873

Requests approval of medical expenses in the amount of \$129.76 for services received on November 11, 2024.

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

MOTION PASSED UNANIMOUSLY. 5-0

C. LEOFF Member #221843

Requests approval of vision/medical expenses in the amount of \$98.00 for services received on August 19, 20, 26 and 27, 2025.

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

MOTION PASSED UNANIMOUSLY. 5-0

D. LEOFF Member#378501

Requests approval of dental expenses in the amount of \$1,624.90 and vision expenses in the amount of \$144.13 - for a total of \$1,769.03 - for services received between August 12 and August 28, 2025.

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

MOTION PASSED UNANIMOUSLY. 5-0

E. LEOFF Member #444135

- i. Requests approval of medical expenses in the amount of \$1,040.00 for home health care services received July 7 through July 11, 2025.
- ii. Requests approval of medical expenses in the amount of \$2,529.50 for home health care services received July 14 through July 20, 2025.
- iii. Requests approval of medical expenses in the amount of \$3,948.00 for home health care services received August 11 through August 15, 2025.
- iv. Requests approval of medical expenses in the amount of \$14,977.51 for the purchase of medically necessary durable medical equipment received in July 2025.

Motion by Chair Pro Tem Petersen to approve the claim for \$1,040.00 as submitted. Second by Member Laatsch.

MOTION PASSED UNANIMOUSLY. 5-0

Motion by Councilmember Amer to approve the claim for \$2,529.50 as submitted. Second by Chair Pro Tem Petersen.

MOTION PASSED UNANIMOUSLY. 5-0

Motion by Chair Pro Tem Petersen to approve the claim for \$3,948.00 as submitted. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 5-0

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

MOTION PASSED UNANIMOUSLY. 5-0

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:08 a.m.

APPROVED this 7th day of October 2025.

Jim Kelly, Chairman

Terry Mendoza, Board Secretary