



**LEOFF
Regular Meeting
July 1, 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.

Present on the Zoom call included Chair Pro Tem Bill Petersen, Member Stan Laatsch, Councilmember Hanan Amer, Senior City Staff Attorney Taryn Jones, City Clerk Shawn Campbell, and Human Resources Administrative Assistant Samantha Norman. Also present on the call and in person (City Hall, Conference Room 3) was Board Secretary Terry Mendoza.

Deputy Mayor Rakes was excused from the meeting.

PUBLIC PARTICIPATION

- A. The Law Enforcement Officers and Firefighters Disability Board Meeting scheduled for Tuesday, July 1, 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/93005517206>

Board Secretary mendoza reported that there was no public participation, either virtually 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 there was no correspondence received from the public.

APPROVAL OF MINUTES

A. Approval of the June 10, 2025 Special LEOFF Board Meeting Minutes

Chair Jim Kelly abstained from this agenda item since he was excused from the June Board meeting.

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

MOTION PASSED UNANIMOUSLY. 3-0

DISCUSSION ITEMS

UNFINISHED BUSINESS

A. LEOFF Member #392099

- i. Requests approval of vision expenses in the amount of \$310.48 for services received on April 1, 2025.
- ii. Requests approval of medical expenses in the amount of \$1,599.99 for hearing aids purchased on April 17, 2025.
- iii. Requests approval of dental expenses in the amount of \$416.10 for services received on May 28, 2025.

Chair Pro Tem Petersen abstained from these agenda items.

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

MOTION PASSED UNANIMOUSLY. 3-0

Motion by Member Laatsch to approve the medical claim (hearing aids) as submitted. Second by Councilmember Amer.

MOTION PASSED UNANIMOUSLY. 3-0

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

MOTION PASSED UNANIMOUSLY. 3-0

ACTION ITEMS

A. LEOFF Member #709544

Requests approval of dental expenses in the amount of \$5,724.00 for services received on April 4 and May 8, 2025.

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

MOTION PASSED UNANIMOUSLY. 4-0

B. LEOFF Member #948705

Requests approval of dental expenses in the amount of \$141.55 for services received on June 5, 2025.

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

MOTION PASSED UNANIMOUSLY. 4-0

C. LEOFF Member #230947

Requests approval of dental expenses in the amount of \$1,720.45 for services received on June 9, 2025.

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

MOTION PASSED UNANIMOUSLY. 4-0

D. LEOFF Member #349135

Requests approval of vision expenses in the amount of \$50.00 for services received on March 17, 2025.

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

Tem Petersen.

MOTION PASSED UNANIMOUSLY. 4-0

E. LEOFF Member #779147

Requests approval of dental expenses in the amount of \$326.40 for services received on June 9, 2025.

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

MOTION PASSED UNANIMOUSLY. 4-0

F. LEOFF Member #406822

Requests approval of medical expenses in the amount of \$1,699.99 for the purchase of hearing aids on May 22, 2025.

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

MOTION PASSED UNANIMOUSLY. 4-0

G. LEOFF Member #310533

Requests approval of vision expenses in the amount of \$365.00 for services received on June 18, 2025.

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

MOTION PASSED UNANIMOUSLY. 4-0

H. LEOFF Member #444135

- i. Requests approval of medical expenses in the amount of \$1,512.00 for home health care services received from May 26 through June 7, 2025.
- ii. Requests approval of medical expenses in the amount of \$1,982.75 for the purchase of durable medical equipment on June 14, 2025.

Motion by Member Laatsch to approve the medical claim (Home Health Care services) as submitted. Second by Chair Pro Tem Petersen.

MOTION PASSED UNANIMOUSLY. 4-0

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

MOTION PASSED UNANIMOUSLY. 4-0

NEW BUSINESS

- A. Annual OPMA and PRA (Open Public Meetings Act/Public Records Act) training for Boards & Commissions.

Senior City Staff Attorney Jones and City Clerk Campbell conducted training with the Commission on the Open Public Meetings Act (OPMA) and the Public Records Act (PRA) as required by state law.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:42 a.m.

APPROVED this 5th day of August 2025.

Jim Kelly, Chairman

Terry Mendoza, Board Secreta