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## MEETING AGENDA

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MEETING: Valley Communications Center (VCC) Administration Board  
LOCATION: VCC Board Room – 27519 108<sup>th</sup> Ave SE, Kent WA  
DATE & TIME: Friday, January 5<sup>th</sup>, 2018 at 1000 hours

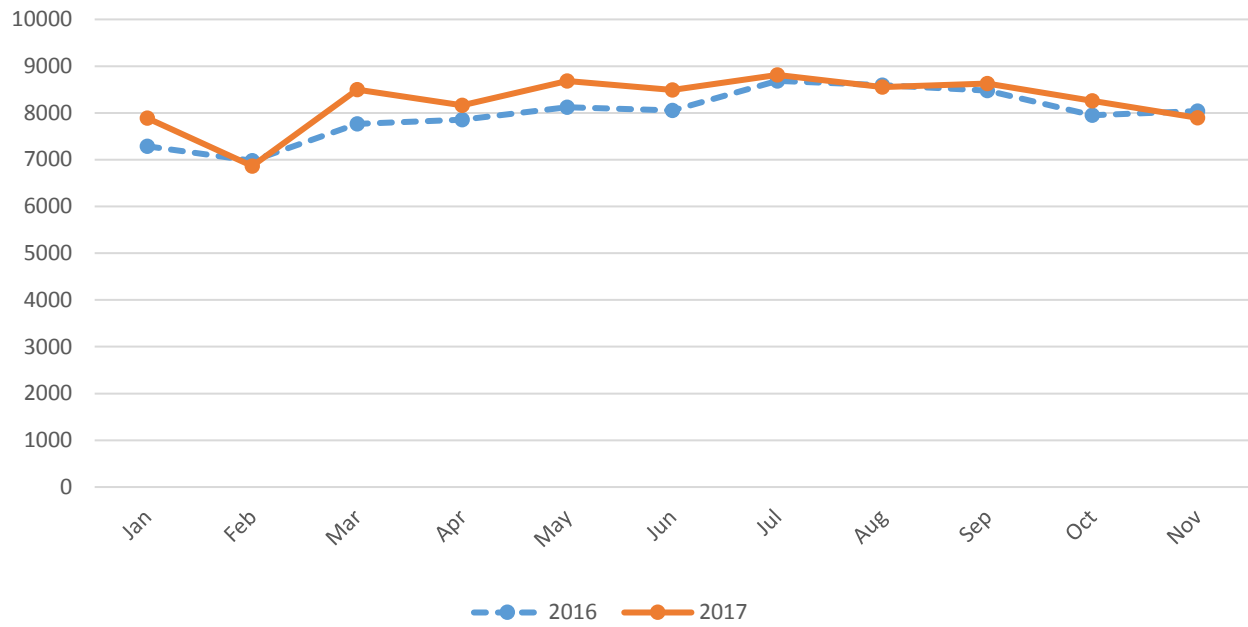
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**If an item below is bolded, related documents follow the agenda**

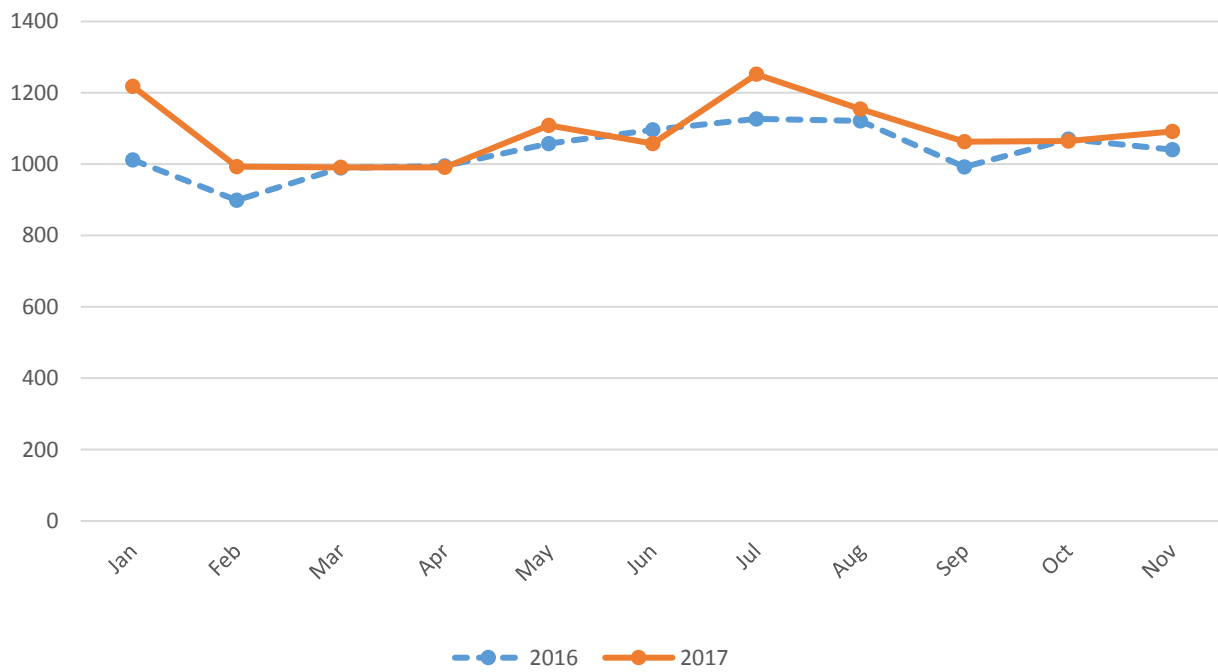
1. Welcome and Introduction
2. Report from any Member
3. Report from Operations Board
4. Report from Executive Director
  - a. **Stats**
  - b. **2018 Meeting Schedule**
5. Action Items – By consent
  - a. Approval of VCC Strategic Plan Scoping Report
  - b. **Meeting Minutes Approval from the December 1<sup>st</sup>, 2017 meeting**
6. Executive Session – Discuss Litigation
7. Next regular scheduled Admin Board – February 2<sup>nd</sup>, 2018
8. Adjourn



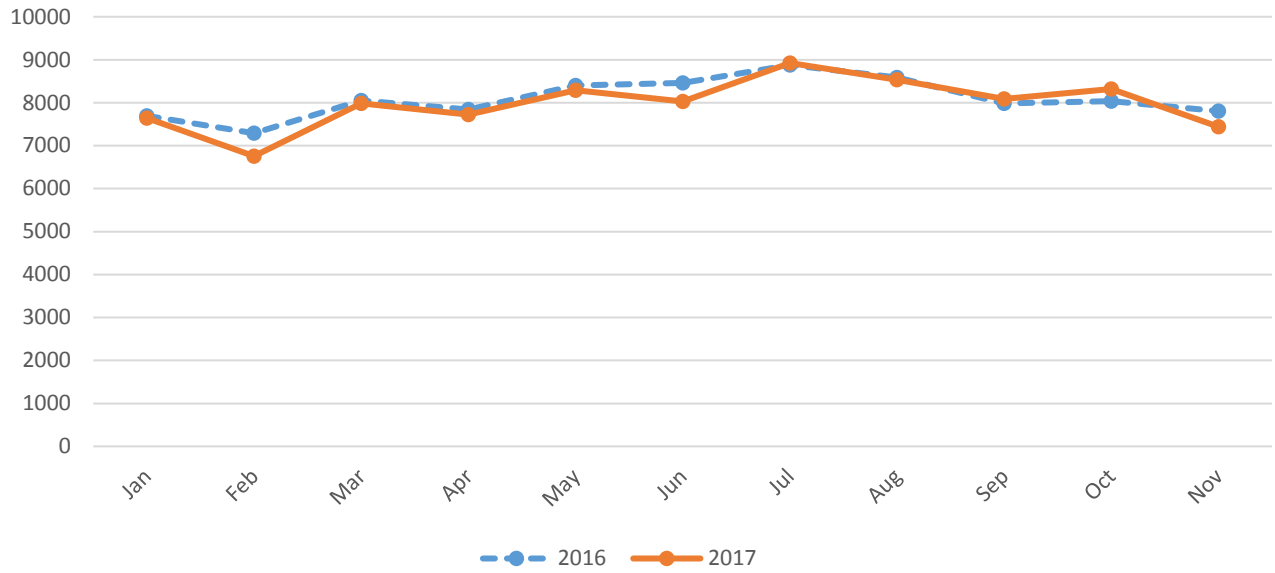
### Auburn Police - Dispatched Calls For Service



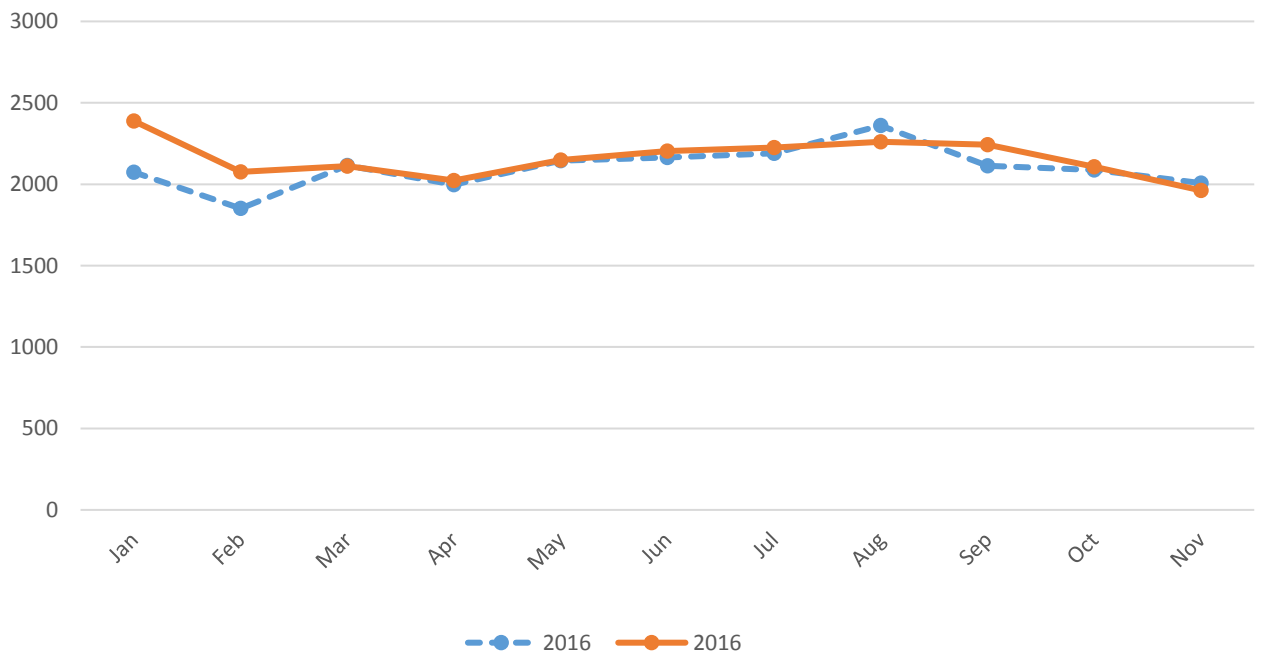
### Valley Regional Fire Authority- Dispatched Calls For Service



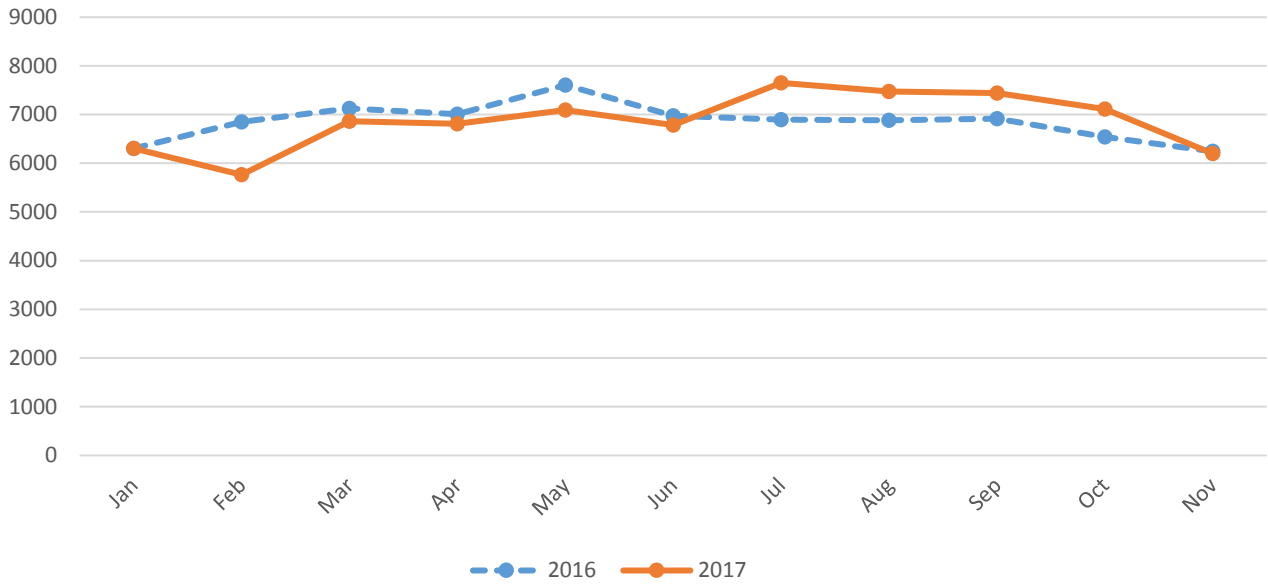
Kent Police- Dispatched Calls for Service



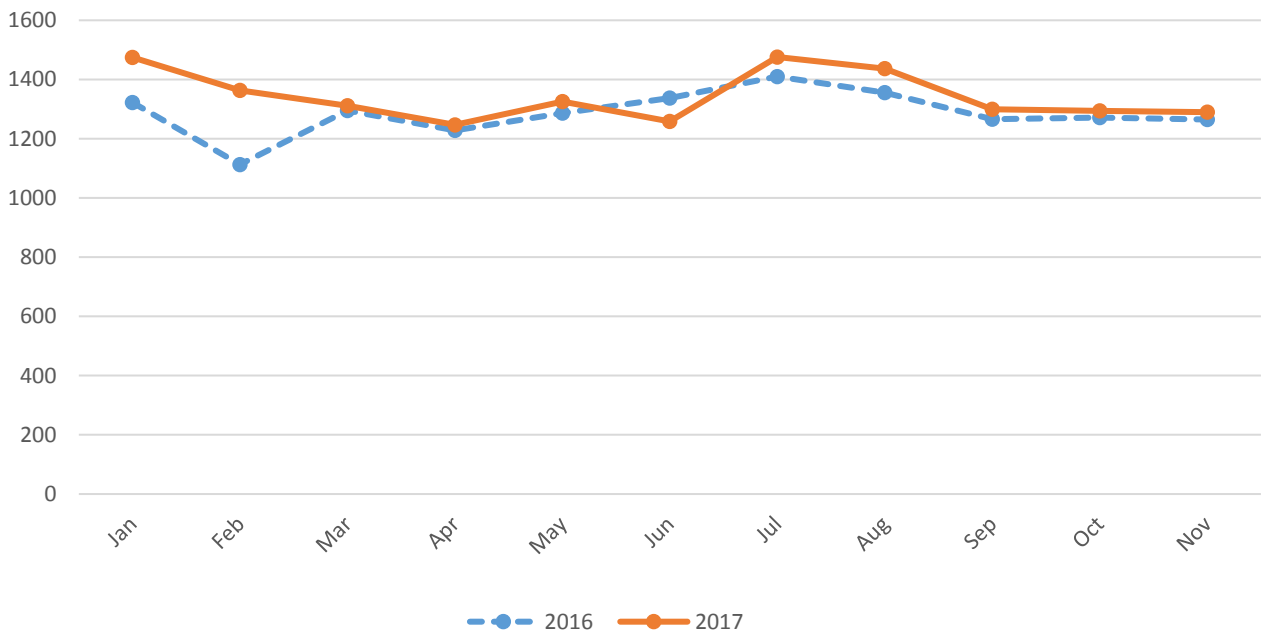
Puget Sound Regional Fire Authority- Dispatched Calls For Service



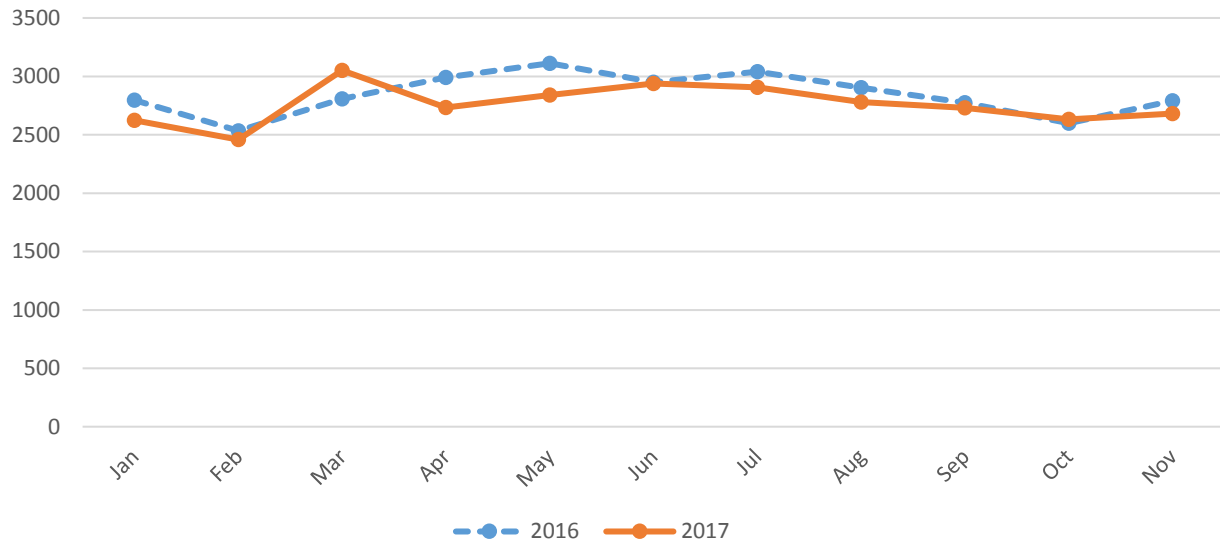
Renton Police- Dispatched Calls for Service



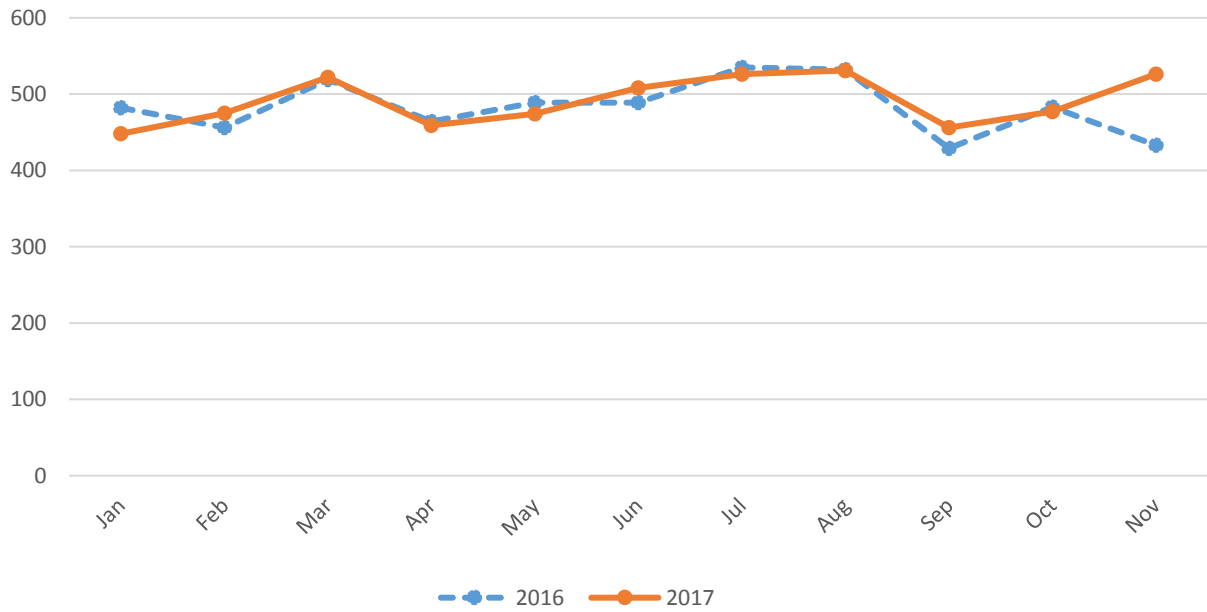
Renton Regional Fire Authority- Dispatched Calls For Service



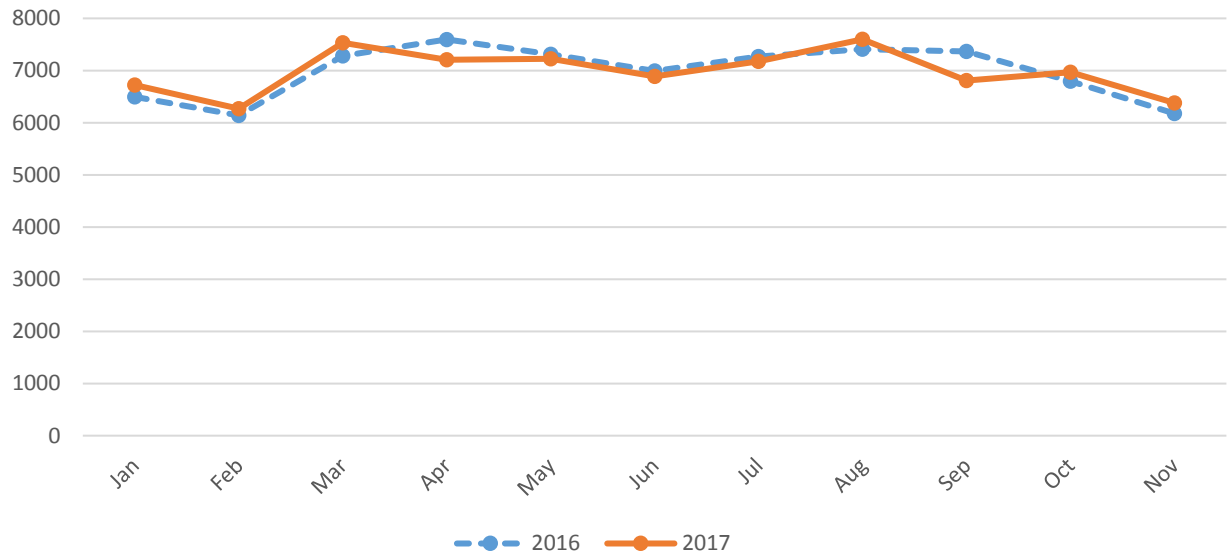
Tukwila Police- Dispatched Calls for Service



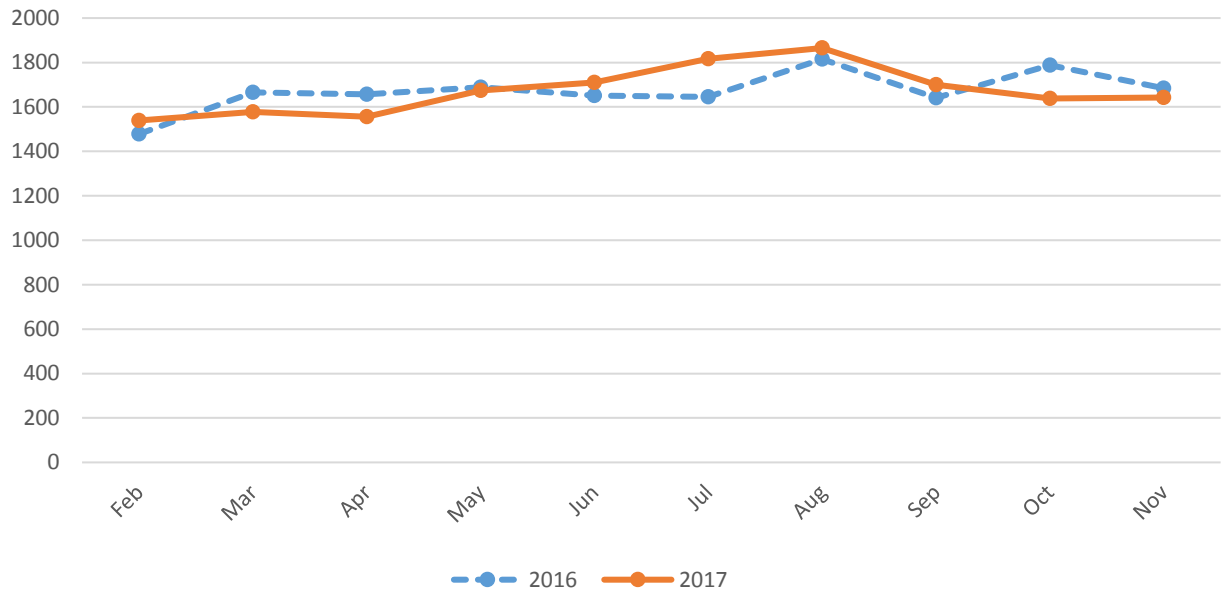
Tukwila Fire- Dispatched Calls for Service



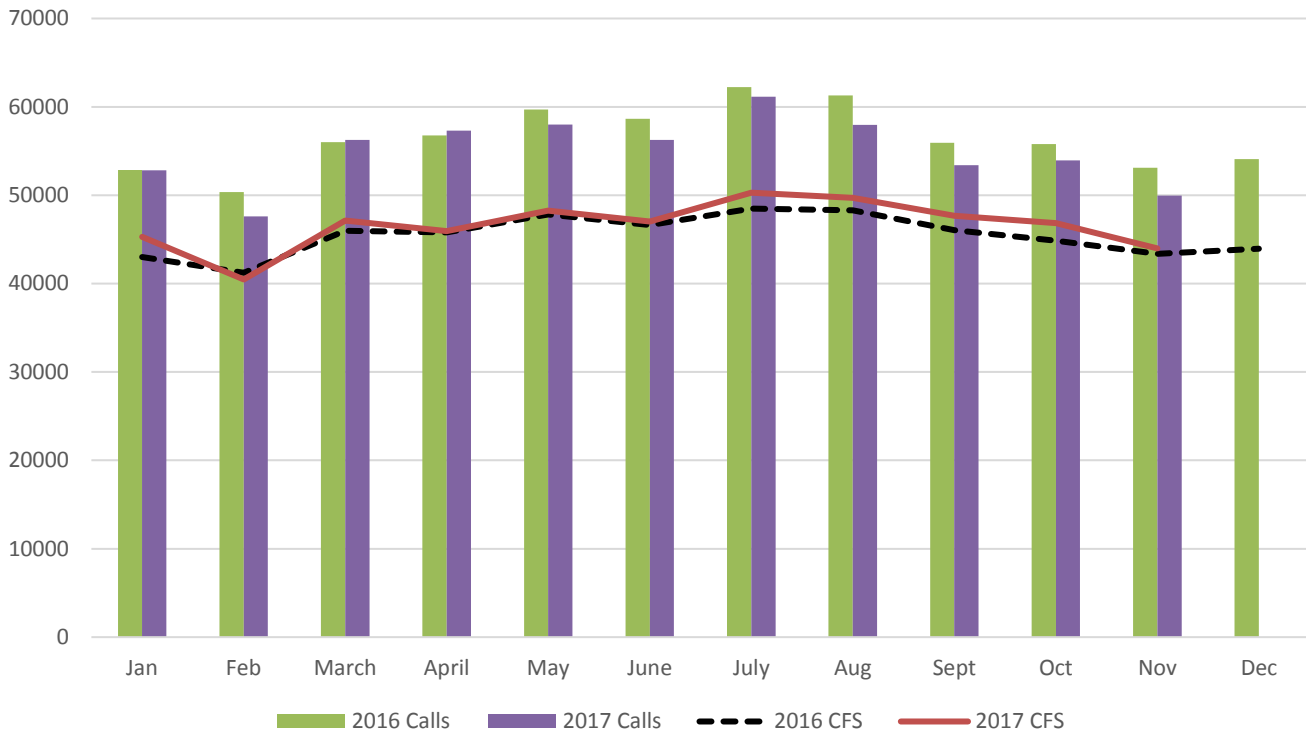
Federal Way Police - Dispatched Calls for Service



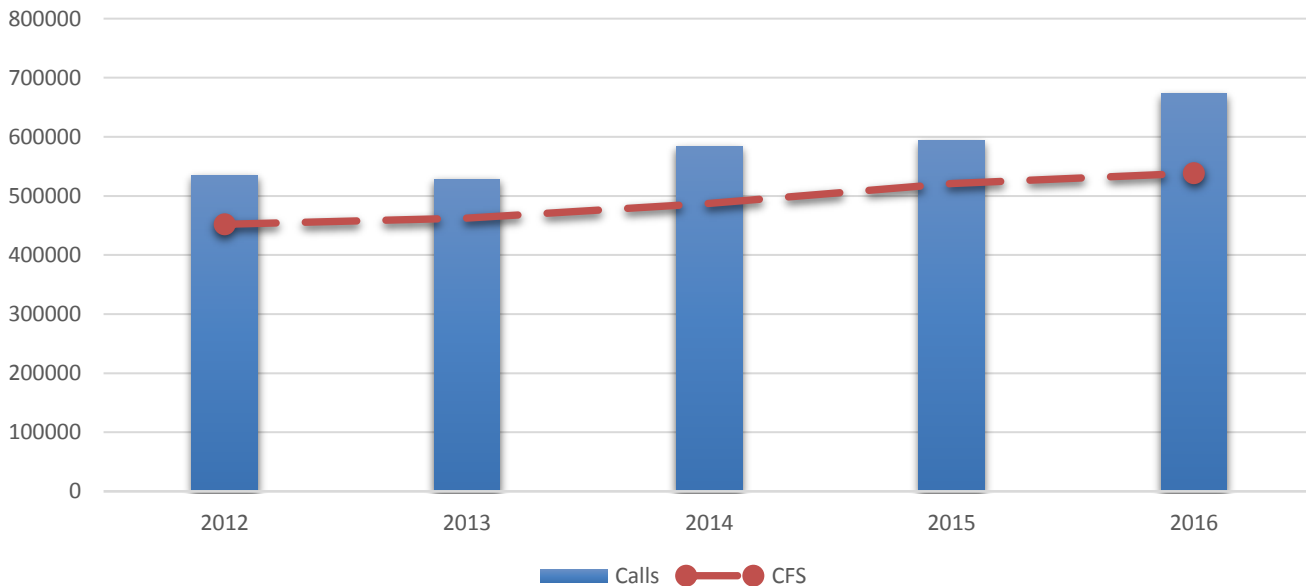
South King Fire and Rescue - Dispatched Calls For Service



### 2016-2017 Dispatched Calls for Service vs. Total Incoming 911 & 10 Digit Phone Calls



### 5 Year Comparision of Total Incoming 911 & 10 Digit Calls vs. Dispatched Calls for Service





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## MEMORANDUM

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TO: Administration Board  
CC: Lora Ueland, Executive Director

FROM: Mary Sue Robey, Administrative Services Manager  
DATE: December 11, 2017  
**Re: Administration Board Regular Meeting Schedule for the Year 2018**

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The following is a list of dates, times and locations for the Administration Board Meeting for the year 2018. The address for Valley Communications Center is 27519 108<sup>th</sup> Ave SE, Kent

January 5, 2018	10:00 AM	Valley Communications Center
February 2, 2018	10:00 AM	Valley Communications Center
March 2, 2018	10:00 AM	Valley Communications Center
April 6, 2018 *	10:00 AM	Valley Communications Center
May 4, 2018	10:00 AM	Valley Communications Center
June 1, 2018	10:00 AM	Valley Communications Center
July 6, 2018	10:00 AM	Valley Communications Center
August 3, 2018	10:00 AM	Valley Communications Center
September 7, 2018	10:00 AM	Valley Communications Center
October 5, 2018 *	10:00 AM	Valley Communications Center
November 2, 2018	10:00 AM	Valley Communications Center
December 7, 2018	10:00 AM	Valley Communications Center

Development Authority Meeting \*

Meeting dates are subject to change due to conflicts.

If you have any questions please contact me at 253-372-1520.







## MEETING MINUTES

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MEETING: VCC Administration Board Meeting  
LOCATION: VCC Board Room – 27519 108<sup>th</sup> Ave SE Kent, WA 98030  
DATE: Friday, December 1, 2017

MEMBERS: Mayor Ferrell, *City of Federal Way*  
Mayor Law, *City of Renton*  
Mayor Cooke, *City of Kent*  
Mayor Ekberg, *City of Tukwila*

ABSENT: Mayor Backus, *City of Auburn*

VCC STAFF: Lora Ueland, *Executive Director*  
Vonnie Mayer, *Operations Manager*  
Angee Bunk, *Operations Manager*  
Tracy Fitzgerald, *Administrative Services Assistant*  
Cassie Gilman, *Records Specialist*  
Karen Hanson, *Training Manager*

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**Welcome and Introductions.** Chairperson Mayor Ferrell called the meeting to order at 1005 hours.

**Report from Any Member.** None.

**Report from Ops Board.** In Chief Church's absence, Executive Director Ueland reported the Ops Board met November 30th. Federal Way Police Chief Hwang will Chair the Ops Board beginning January 1, 2018. Renton Fire Authority Chief Marshall will serve as Vice-Chair and Kent Police Chief Thomas was elected Finance Committee Representative for the 2018/2019 term replacing Bob Lee who will be retiring in 2018.

BDS Planning will attend the January Ops Board meeting to present the final scoping of the Strategic Plan for approval.

**Report from Executive Director.**

**Recognition.** Director Ueland thanked Mayor Cooke for her 12 years of service on the Administrative Board and wished her well in her retirement.

Director Ueland recognized Deputy Director Vonnie Mayer for 25 years of service to VCC.



**Stats.** Deputy Director Mayer provided a brief review of the last 5 years of call data and the stats which were included in the packet.

**KCIA Update.** Deputy Director Mayer stated there is still not a confirmed implementation date due to contract approval issues by King County Council. An implementation date is expected to be announced first quarter 2018.

**PSERN Update.** The project has been extended 12 months with a new go-live date moved out to May 2021 due in part to lease delays and testing plan issues. The end user radio deployment has also moved out by 8 months with an expected date in December 2020. There is a budget increase of 3.1% in the spending plan, but levy capacity exists due to increased property values and new construction.

**E911 Regional Strategic Plan Finalized.** The Leadership Group approved the final strategic plan at the November 9<sup>th</sup> meeting. This approval provides confirmed direction of the technology platform, creation of a Regional E911 Advisory Board and provides recommendations in establishing a 10-year financial plan. King County Council is expected to adopt the strategic plan in March.

**VCC Strategic Plan.** The Ops Steering Committee met November 30<sup>th</sup> and reviewed the results of the mission, vision, value exercise and the strategic questions to serve as the work plan. Final scoping plan will be presented at the January Admin Board for approval. The next steps will be convening the work groups to discuss the strategic questions.

**Action Items:** *Mayor Law* elected Mayor Backus to serve as the 2018/19 Admin Board Chair. *Mayor Ekberg* seconded the motion. *Motion approved.*

**Action Items by Consent.** *Mayor Cooke* moved to accept the minutes from the November 3, 2017 meeting and voucher approval. *Mayor Law* seconded. *Motion approved.*

With no further business, Mayor Ferrell stated the next regular meeting is scheduled for Friday, January 5, 2018 at 1000 and adjourned the meeting at 1026.

Respectfully submitted,

Tracy Fitzgerald,  
Administrative Services Assistant

