



MEETING MINUTES

MEETING: VCC Administration Board
LOCATION: VCC Board Room
DATE: Friday, August 3, 2012

MEMBERS: Chair Mayor Priest, *City of Federal Way*
Mayor Haggerton, *City of Tukwila*
Mayor Law, *City of Renton*
Mayor Cooke, *City of Kent*

ABSENT: Mayor Lewis, *City of Auburn*

VISITORS: Chief Peterson, Renton Fire
Tom Brubaker, *VCC/City of Kent Attorney*

VCC STAFF: Lora Ueland, *Executive Director*
Vonnie Mayer, *Operations Manager*
Kristin Meitzler, *Technical Services Manager*
Mary Sue Robey, *Administrative Services Manager*
Justina Hanquet, *Training Assistant*
Tatyana Bogush Stakhov, *Finance Manager*
Yvonne Carslay, *Training Manager*

Welcome and Introductions. Mayor Priest welcomed everyone and called the meeting to order at 1000 hours.

Report from any Member. Mayor Law moved the Administration Board Chair term be changed to a two year term. Mayor Cooke seconded. motion passed. Tom Brubaker will look at the by-laws and interlocal agreement to see if changes need to be made to inact.

Operating Board Report. Chief Peterson reported the Operating Board met last month where they approved and recommended the advancement of the 2013 Budget and the Post Go Live Map Maintenance Model.

Reports from the Director and Staff.

Director Ueland reported:

- The 9-1-1 PSAP Consolidation project is on target with the anticipated preliminary report due in August from Geo-Com. Geo-Com plans to attend the September 7th Administration Board meeting to observe meeting structure.



- The Smart 9-1-1 program is expected to be rolled out in September. A draft letter to the Washington State Attorney General will be completed within the next couple of weeks. The letter will ask they address the issue of for-profit companies soliciting Washington citizens to purchase a preferred level of 9-1-1 service. They Board agreed to sign the letter supporting this effort.
- ADCOMM Engineering has completed their feasibility study and agrees Enumclaw Fire could contract with Valley Com for dispatch services. The next step is for Enumclaw to present it to their side. It is clear Enumclaw Fire will not enter into contract with Valley Com until the new CAD system is installed.
- REPC met and has formally changed its name to RERC (Regional Emergency Radio Council).. The representation is 5 from King County and 3 from each Snohomish and Pierce. The 5 from King County will be the members of the RCB (Regional Communications Board).

Port of Seattle does not appear to be engaged - a letter from this Board will be sent urging their participation in the regional radio system.

Mayor Lewis plans to attend the Police and Fire Chief organization meetings as well as the City Managers meeting to gain support on the regional radio effort.

- The VCC Radio Administration position was opened this week.
- She met with Sheriff Strachan to discuss what representation would be present at the Admin Board level should King County Communications Center join Valley Com as an owner agency. The answer was not immediately available and the Sheriff requested time to review internally.

Mayor Priest thanked Director Ueland for sending out the updated strategic plan to the board members and requested the addition of transitioning to a two-year budget be included.

Minutes. The minutes of the July 6, 2012 meeting were approved.

Post Go Live Map Maintenance.

Director Ueland stated it has been vetted through the ACT committee and Operating Board. Mayor Law *moved* to accept. Mayor Cooke *seconded*. *Motion passed.*

Voucher and payroll approval. Mayor Haggerton *moved* to approve claim check numbers 23093 through 23240 and EPAY, in the amount of \$1,127,457.14 for the period 05/01/12 to 07/15/12 and payroll in the amount of \$1,742,665.86 for the period 05/01/12 to 07/15/12. Mayor Cooke *seconded*. *Motion passed.*

Mayor Haggerton distributed the City of Tukwila annual report to all members. Mary Sue Robey stated Valley Com's annual report is on the VCC website and will be printed and



disbursed at the next meeting. Mayor Cooke suggested that Valley Com not print the annual report and allow those interested to print it off the website.

With no further business Mayor Priest adjourned the meeting at 1027 hours.

Respectfully submitted,

Mary Sue Robey
Administrative Services Manager

