



MEETING MINUTES

MEETING: VCC Administration Board
LOCATION: VCC Board Room
DATE: Friday, September 7, 2012

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

VISITORS: David Galazin, *VCC/City of Kent Attorney*
Nancy Pollock, *GeoComm*
Greg Ballentine, *GeoComm*

VCC STAFF: Lora Ueland, *Executive Director*
Kristin Meitzler, *Technical Services Manager*
Mary Sue Robey, *Administrative Services Manager*
Pam Gettman, *CAD/RMS Project Manager*
Tatyana Bogush Stakhov, *Finance Manager*
Sheryl Kowalczyk, *Supervisor II*

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

Report from any Member. Mayor Lewis stated the REPC has changed their name to the RERC. The RERC has completed the last draft interlocal agreement. He is concerned there is a lack of knowledge within the county. Lora asked the Board to please communicate with other officials and share their knowledge on the radio replacement and PSAP consolidation. Nancy Pollock added there are plans to communicate with all the cities.

Operating Board Report. Chief Peterson was not present - the Operating board meeting was cancelled due to a lack of agenda items.

Reports from the Director and Staff.

Director Ueland reported:

- There has been no feedback to the Smart 9-1-1 letter that was sent. NENA is beginning to create guidelines for third-party services that set out what the 911 system and front-line call takers can and cannot accommodate. Smart 911 will be rolled out on



September 11th, there will be a press conference at the KC Communications Center in Renton. To begin, the program is targeting the deaf and blind.

- Port of Seattle has not responded to the letter sent regarding regional radio participation.
- Paging testing has begun with Enumclaw Fire, first indications are a new paging site will need to be added. Bi-monthly meetings with the Chief have begun.
- The Radio Replacement RFP is out and Kristin Meitzler will help with the scoring.
- Recruitment has begun for the VCC Communications Systems Administrator (Radio position).
- A few employees recently attended the Tiburon User Group conference in Portland. Lora is on the steering committee and Valley Com was able to meet one on one with the Tiburon CEO and CFO. Lora will have weekly teleconferences with the executives of Tiburon. Tiburon is transitioning in a new Project Manager. There is continued progress on the map.
- At the recent national APCO conference, Yvonne Carslay accepted on behalf of Valley Com P-33 Training Program Recertification. Mayor Cooke requested Valley Com issue a press release on this accomplishment and a letter from the Board be sent to Yvonne for her efforts in accomplishing this.

Minutes. The minutes from the August 3, 2012 meeting were approved.

2013 Budget Approval.

Mayor Law *moved* to accept resolution #111 - VCC 2013 Budget. Mayor Lewis *seconded*. *Motion passed*. Tatyana was applauded for the good job done on the budget. Gratitude was also given to the Operating Board and Finance Committee. All questions were answered in the budget.

With no further business Mayor Priest adjourned the meeting at 1045 hours.

Respectfully submitted,

Mary Sue Robey
Administrative Services Manager

