



MEETING MINUTES

MEETING: VCC Administration Board
LOCATION: VCC Board Room
DATE: Friday, September 6, 2013

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

VISITORS: Pat Fitzpatrick, *VCC/City of Kent, Acting City Attorney*
Brandon Comfort
Patty Luce
Joe Piksa, *Motorola*

VCC STAFF: Lora Ueland, *Executive Director*
Mary Sue Robey, *Administrative Services Manager*
Candice Comfort, *Call Receiver*
Tatyana Bogush-Stakhov, *Finance Manager*
Vonnie Mayer, *Operations Manager*
Justina Hanquet, *Training Assistant*
Yvonne Carslay, *Training Manager*
Sheryl Kowalczyk, *CAD Project Supervisor*
Brian Powell, *CAD Project Administrator*
Grace Larsen, *Supervisor I*
Angee Iyall, *Supervisor II*

Welcome and Introductions. Chair Mayor Priest welcomed everyone and called the meeting to order at 1005 hours.

Report from any Member. Mayor Lewis discussed the PSERN sharing concerns with the Board. Mayor Haggerton will replace Mayor Lewis when he leaves the Board

Mayor Priest clarified he represents Valley Com on the PSAP Consolidation committee. Director Ueland stated the final report will be presented by GEOComm on September 23rd at CARCO Park beginning at 10:00 AM.

Mayor Haggerton thanked Mayor Cooke and Valley Com for their help in the Tukwila raid on the motel complexes. He had not had an opportunity to thank these two agencies prior.



Reports from the Director and Staff. Director Ueland and Operations Manager discussed the recent call regarding Call Receiver Candice Comfort sharing her wedding dress with an bride to be that had her wedding dress stolen on her wedding day. The story went viral and now Candice and the bride have been invited to New York where they will appear on the Bethany show.

The non-emergency 7 digit numbers for each city will cut over on September 16th. Educational material has been sent to the police departments. Wallet cards were given to the mayors with each cities 7 digit non emergency number listed.

The YES Fair is scheduled for May 17, 2014 and Valley Com is looking for a venue. The idea was to move it between the owner cities on an annual basis. Mayor Law offered Renton once again this year if no other city could accommodate the event. The mayors requested more information be sent to them.

The 4th reaccreditation CALEA onsite was held August 10 - 13. It was a very successful event. The accreditation team did an outstanding job. Accreditation will be received in November at the CALEA conference in North Carolina.

Mary Sue Robey has tested and been selected to attend training to become a CALEA assessor in September.

The CAD go live date is set for March 18, 2014. Agency training is scheduled to begin later this month. Brian Powell and Sheryl Kowalczyk will be lead on the CAD project.

Director Ueland will be attending the Tiburon Users Group where she plans to meet with the Tiburon CEO.

Once the procurement/purchasing policy review is completed with Kent Legal it will be sent through the Finance Committee to this Board for approval. Valley Com will then look for other contract legal services. Legal services for Public Records are provided by Law, Lyman, Daniel, Kamerrer & Bogdanovich. Labor/Employment issues are handled by WCIA. General (Contracts, policy, IT) currently are handled by Kent Legal which is estimated at between 15 and 35 hours per month, including attending meetings. Recommendations from Kent, Renton and WCIA have been given on municipal law firms. Once the policy is approved interviews with potential firms will begin to select the best fit for Valley Com.

\$14.3 million dollars was raided from the E-911 state fund. There will be no financial impacts to the Valley Com budget in 2014. 21 Valley Com positions at the rate of \$1.8 million dollars are currently supported by the E-911 funds collected. Not sure what will happen in 2015 at this time. Mayor Law stated Renton is looking at costs for fire and EMS freeway calls that they deliver services to on State property. Once his study is completed he will share his information with the rest of the Board.



Minutes. *Mayor Law moved to accept the minutes from the June 7, 2013 meeting. Mayor Lewis seconded. Motion passed.*

Voucher and payroll approval. *Mayor Law moved to approve vouchers and payroll submitted April through July. Mayor Lewis seconded. Motion passed.*

Resolution # 115 - 2014 Budget. *Mayor Law moved to approve resolution # 115. Mayor Haggerton Seconded. Motion passed.* The Board all gave kudo's to Tatyana for the presented budget, stating it was well formatted and very easy to understand. They had no questions and were appreciative of the finished product.

Mayor Priest announced the next regular Administration Board meeting is scheduled for October 4, 2013 at 10:00 AM.

With no further business, Mayor Priest adjourned the meeting at 1107 hours.

Respectfully submitted,

Mary Sue Robey
Administrative Services Manager

