



MEETING AGENDA

MEETING: Valley Communications Center (VCC) Administration Board
LOCATION: VCC Board Room
DATE & TIME: Friday, March 7th, 2014 at 1000 hours

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

1. Welcome and Introductions
2. Report from any Member
3. Report from Operating Board Chair
4. Report from the Executive Director
5. Action item
 - a. Meeting Minutes Approval from February 7th, 2014**
 - b. Voucher Approval**
6. Next scheduled meeting - April 4th, 2014
7. Adjourn





MEETING MINUTES

MEETING: VCC Administration Board
LOCATION: VCC Board Room
DATE: Friday, March 7, 2014

MEMBERS: Chair Mayor Law, *City of Renton*
Mayor Ferrell, *City of Federal Way*
Mayor Cooke, *City of Kent*
Mayor Backus, *City of Auburn*

MEMBERS
NOT PRESENT: Mayor Haggerton, *City of Tukwila*

VISITORS: Deanna Gregory, *Pacifica Law Group*
Chief Hwang, *Federal Way Police*
Chief Thomas, *Kent Police*
Joe Piksa, *Motorola*

VCC STAFF: Lora Ueland, *Executive Director*
Mary Sue Robey, *Administrative Services Manager*
Yvonne Carslay, *Training Manager*
Brian Powell, *CAD Project Administrator*
Sheryl Kowalczyk, *Supervisor II*
Kristin Meitzler, *IT Manager*

Welcome and Introductions. Chair Mayor Law welcomed everyone and called the meeting to order at 1002 hours. introductions around the room were made.

Mayor Law introduced Valley Com's new attorney Deanna Gregory from Pacifica Law Firm and Chief Andy Hwang as the new chief of Police for Federal Way.

Report from any Member. None

Report from Operating Board Chair. Chief Thomas reported the Operating Board did not meet in February. the board is focusing on the CAD go live and are comfortable with the process.

Reports from the Director and Staff. Director Ueland discussed hiring Pacifica Law Group to take over general law issues. She reported:

- VCC sent out a news release regarding its CALEA reaccreditation.



- The State Auditor completed its audit of VCC and no findings for the 15th year were applied.
- A new HR Manager, Gina Palermo coming from VRFA has been hired and will begin March 17th.
- The VCC Self Insured Health plan will need to have changes made this year and plan to discuss options with the Finance committee, HR Managers and CAO's of the VCC owner cities.
- CAD go live is scheduled for 4:00AM March 18th. Chief Thomas commented there will be bumps but will be successful.
- **PSAP.** Mayor Cooke has been briefed on the PSAP consolidation, the next meeting of the PSAP Consolidation is scheduled for March 13th where they will cover two topics; Projection of budget deficit in 2015/16, a recommendation for a fiscal analysis on reserves to be completed, current percentage of all reserves seems to be high. And Evaluate the current configuration/structure of PSAPs for effectiveness & efficiency, approve a strategic position process.
- **PSERN.** Fred Jarrett received letter sent from the Board. EPSCA also sent a letter unknown to Director Ueland. Since letters were sent the flavor of the meetings have changed.

There were no questions regarding the briefing paper Director Ueland sent out the previous week regarding the PSERN.

King County is committing to transfer ownership to a standalone agency to oversee PSERN after final system acceptance, using the VCC organizational concept. The Board agrees to move forward with the model discussed. Mayor Cooke suggested individual meetings with each city to further explain for reporting out to Council.

Minutes. *Mayor Cooke moved to accept the minutes from the February 7, 2014 meeting. Mayor Ferrell seconded. Motion passed.*

Voucher Approval. There were no vouchers to approve as the Operating Board did not meet since the last Administration Board meeting.

Mayor Law announced the next regular Administration Board meeting is scheduled for April 4, 2014 at 10:00 AM.

With no further business, Mayor Law adjourned the meeting at 1034 hours.

Respectfully submitted,
Mary Sue Robey
Administrative Services Manager

