



MEETING AGENDA

MEETING: Valley Communications Center (VCC) Operations Board
LOCATION: VCC Board Room
DATE & TIME: Thursday, April 27, 2017 at 0930 hours

If an item is in bold type, related documents follow the agenda

1. Introductions
2. Potential Recognition
3. Additions or changes to the agenda
4. Report from the Chair
5. Report from any Member
6. Report from Director
 - a. PSERN – Executive Summary Attached
 - b. VCC & Agency CAD User Group
 - c. NG911 Implementation
 - d. Enumclaw Fire Transition
 - e. VCC Strategic Planning
7. Action Items
 - a. **Approval of the March 23, 2017 meeting minutes**
 - b. **Voucher and payroll approval (separate file)**
8. Next scheduled meeting – May 18, 2017
9. Adjourn

Police Chiefs and Zone 3 Fire Chiefs meet following this meeting.





Scope Overview:

The Puget Sound Emergency Radio Network (PSERN) project will replace the existing land mobile radio system by implementing a cost effective network using state of the art technology that meets the high standards and requirements of multi-jurisdictional critical life safety responders and general governmental users throughout King County.



Update Date:
4/20/2017

Schedule Status		Red			
		Current		Baseline ¹	
		Start	Finish	Start	Finish
Phase 1	Planning	1/1/2008	8/1/2012	1/1/2008	8/1/2012
Phase 2	Preliminary Design	8/1/2012	7/25/2016	8/1/2012	7/25/2016
Phase 3	Final Design ²	7/1/2015	5/8/2018	7/1/2015	7/25/2017
Phase 4	Implementation	7/21/2017	9/7/2020	7/21/2017	9/10/2020
Milestone	Substantial Completion		7/26/2020		7/29/2020
Phase 5	Closeout	9/10/2020	9/7/2021	9/10/2020	9/10/2021
Site Development Milestones		56% Tasks Achieved			
This represents achievement on a subset of site development milestones.					
Site Development Schedule		60% Tasks Achieved			
This represents the work that has been completed based on the scheduled timeline.					
Detailed Design Review Milestones		80% Tasks Achieved			
This represents progress on MSI milestone 1A deliverables (Groups 1-6).					
Lease & Agreement Milestones		57% Tasks Achieved			
This represents progress on a subset of leases milestones.					

Scope/Schedule/Budget Variance:

-Phase 3 finish date is likely to move further past the baseline due to some MSI sites going non-viable.

Key Future Activities:

- Detailed design review
- Civil site development
- General Contractor #4 procurement

Key Monitored Issues:

- Obtaining leases
- Partner concerns over in-building coverage
- Radio Coverage Test Plan
- Identification of new sites to replace non viable ones.
- USFS civil site development applications
- Conditional use permits for sites
- Motorola change order negotiations

Budget Status		Green	
	Baseline ¹	Spent To Date	Budget @ Completion
Project Total ³	\$189,174,950	\$11,267,792	\$181,835,640
Contingency	\$37,834,990	\$0	NA

Scope Status		Green	
Change Management Savings (Projected)	\$1,405,248		
This represents the net savings to the Project for Joint Board approved change requests.			

¹The PSERN Project is not yet baselined within the KC financial system

²For this purpose final design means "system" design complete, not site design

³Does not include non-capital expenditures (e.g. election costs, financing, fire district protection, etc.)



MEETING MINUTES

MEETING: Valley Communications Center (VCC) Operating Board
LOCATION: VCC Board Room
DATE: Thursday, March 23, 2017

MEMBERS: Chairperson Chief Church, *South King Fire & Rescue*
Chief Hwang, *Federal Way Police*
Administrator Robertson, *VRFA*
Chief Lee, *Auburn Police*
Chief Thomas, *Kent Police*
Chief Tyerman, *KCFD 43 (Contract Fire Agency Rep)*
Chief Calkins, *Pacific Police (Contract Police Agency Rep)*

ABSENT: Chief Schneider, *Puget Sound RFA*
Chief Milosevich, *Renton Police*
Chief Wittwer, *Tukwila Fire*
Chief Lee, *Auburn Police*
Chief Villa, *Tukwila Police*
Chief Marshall, *Renton RFA*

VISITORS: Chief Krimmert, *Vashon Island Fire*
Commander Caillier, *Auburn Police*
DC VanValey, *Renton Police*
Commander Mitchell, *Tukwila Police*
Chief Fehr, *Enumclaw Fire*
Chief Delgado, *Des Moines Police*
Helen Chatalas, *KC EMS*
Chief Keller, *KC Medic One*

VCC STAFF: Lora Ueland, *Executive Director*
Vonnie Mayer, *Deputy Director*
Angee Bunk, *Operations Manager*
Kristin Meitzler, *Tech Services Manager*
Sean Morrow, *Human Resources Manager*
Mary Sue Robey, *Administrative Services Manager*
Tracy Fitzgerald, *Administrative Services Assistant*
Denese Moore, *Supervisor*
Lorrie Broming, *Call Receiver*
Erica Richardson, *Dispatcher*



Welcome and Introductions. Chief Church called the meeting to order at 0932 welcoming all. Introductions were made around the room.

Changes to Agenda. Addition of VCC Recognition and Action Item to elect a new Finance Committee Fire Representative.

Recognition. Deputy Director Mayer presented plaques to Call Receiver Lorrie Broming and Dispatcher Erica Richardson for their 20 years of service to Valley Com.

Report from Chair. Chief Church welcomed newly appointed KCFD #43 Contract Fire Agency Representative Chief Tyerman and Vashon Island Fire Chief Charlie Krimmert.

Report from any Member. None.

Report from Director. Executive Director Ueland reported:

Personnel.

The Call Receiver class finished their practical final exams yesterday. VCC is currently recruiting for an August 1 academy. Director Ueland encouraged agencies to share VCC Facebook posts regarding recruitment.

A part time Call Receiver resigned in March leaving 5 open com room positions. There will be an internal Supervisor promotional process on March 29. There are currently 8 internal applicants.

PSERN.

The Joint Board meeting is today with discussions to include in-building coverage which was initially out of scope. The Board will be asked to approve re-opening requirements to include in-building so that more information can be obtained such as impact to budget, schedule and scope. A handout was provided outlining the schedule which is behind due to leases and testing plan development. The testing plan will include a 30 day impact to operations test by deactivating a limited number of channels.

Ghost Calls. Director Ueland reviewed the recent Dallas, TX incident in which emergency assistance was delayed resulting in a death. While initial reports indicated the cause was due to malicious ghost calls overwhelming staff, it was later attributed as an outdated telephone system and insufficient staffing levels. Director Ueland assured the Board VCC's phone system does differentiate between abandoned calls and calls placed on hold and we have sufficient number of personnel to answer calls. On average, there are 8 call receivers and 10 dispatchers on duty and the average wait time to answer a 911 call is 4 seconds.

Enumclaw Fire. Deputy Director Mayer stated the transition to assume dispatch responsibilities for Enumclaw Fire is on schedule for April 3 at 0900. Director Ueland acknowledged the tremendous number of tasks required to transition a new agency and thanked the staff for their diligent work on this project.



Legislative Update. Chief Church updated the Board on the 5607 Levy Swap Bill and the Senate's budget proposal which doesn't fund LEOFF 2 except for fire districts. He also announced the September 4 retirement of Puget Sound RFA Chief Jim Schneider.

DOL Scanners. Operations Manager Angee Bunk briefed the Board on DOL scanner project which will allow for scanning of driver licenses to automatically run them thru the CAD system without someone having to input the information. This will be an optional feature for agencies.

Action Items:

Minutes. Chief Thomas moved to approve the minutes of December 1 and February 23. Administrator Robertson seconded the motion. Motion approved.

Voucher and Payroll Approval. Chief Church moved to approve the voucher and payroll report read by Chief Caillier. Chief Tyerman seconded the motion. Motion approved.

Finance Committee Representative. The Finance Committee will be composed of nine members with the bylaws requiring the Ops Board to provide three members, one a member city police chief, one member city fire chief and one from a contract agency. Chief Lee will remain the Policy agency representative, Chief Tyerman accepted for the contract Fire/Police and Chief Mitchell will ask Chief Wittwer. Chief Church agreed to be the alternate Fire representative.

Fire 2 Radio Traffic. Supervisor Denese Moore briefed the Board on the Fire 2 Radio Traffic Reduction Proposal to eliminate airing short reports to responding units on routine BLS and ALS calls effective May 1. This procedure will be revisited at the June Ops Board meeting to review the impacts. Administrator Robertson moved to approve. Chief Tyerman seconded. Motion approved.

The next scheduled meeting of the Operating Board is April 27, 2017.

With no further business, Chief Church adjourned the meeting at 1005 hours.

Respectfully Submitted,
Tracy Fitzgerald
Administrative Services Assistant

