



MEETING AGENDA

MEETING: Valley Communications Center (VCC) Operations Board
LOCATION: VCC Board Room - 27519 108th Ave SE, Kent, WA
DATE & TIME: Thursday, February 22nd at 0930 hours

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

1. Introductions
2. Additions or changes to the agenda
3. Recognition
4. Report from the Chair
5. Report from any Member
6. Report from Executive Director
 - a. PSERN
 - b. Rebanding
 - c. DOL Update
 - d. VCC Work Plan & Priorities
 - e. APCO Legislative Work
 - f. VCC Strategic Plan
 - g. KCIA Update
7. Action Items
 - a. **Approval of the January 18, 2018 meeting minutes**
 - b. **Voucher and payroll approval**
8. Next scheduled meeting – March 22nd, 2018
9. Adjourn

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





MEETING MINUTES

MEETING: Valley Communications Center (VCC) Operating Board
LOCATION: VCC Board Room
DATE: Thursday, January 18, 2018

MEMBERS: Chairperson Hwang, *Federal Way Police*
Chief Thomas, *Kent Police*
Administrator Robertson, *VRFA*
Chief Calkins, *Pacific Police (Contract Police Agency Rep)*
AC Pennington, *Proxy for Chief Church, South King Fire & Rescue*
AC Flores, *Proxy for Chief Wittwer, Tukwila Fire*
AC Pierson, *Proxy for Chief Lee, Auburn Police*
Commander Rossi, *Proxy for Chief Linton, Tukwila Police*

ABSENT: Chief Milosevich, *Renton Police*
Chief Marshall, *Renton RFA*
Chief Morris, *Puget Sound RFA*

VISITORS: Chief Keller, *KC Medic One*
Nicole Jackson, *Motorola*

VCC STAFF: Vonnie Mayer, *Deputy Director*
Tracy Fitzgerald, *Administrative Services Assistant*
Tatyana Bogush-Stakhov, *Finance Manager*
Mary Sue Robey, *Administrative Services Manager*
Kristin Meitzler, *Technical Services Manager*

Welcome and Introductions. Chief Hwang called the meeting to order at 0934 welcoming all. Introductions were made around the room.

Changes to Agenda. None.

Recognition. VCC employee recognition tabled to February meeting due to employee illness.

Report from Chair. Chief Hwang thanked the board for the opportunity to serve as chair.

Report from any Member. Administrator Robertson extended his gratitude to VCC for the professionalism and coordination efforts during the December 6 Heritage Building fire. He will be following up by sending a formal letter of recognition to Valley Com.

Report from Deputy Director.



KCIA Update. Deputy Director Mayer stated the KCIA implementation date is set for February 13th at 0800.

DOL Photo Project Update. Technical Services Manager Kristin Meitzler stated DOL is in the process of bidding for connection to IGN network and VCC expects to have connection options by the end of the month.

Agency Site Visits: Site visits to police and fire agencies have been completed with the exception of Burien Fire.

Tablet Command: Currently working with Puget Sound Fire to develop an agreement together to use tablet command. Manager Meitzler will meet with the Fire chiefs today to discuss release forms. The release forms give VCC authorization to provide information to tablet command through Puget Sound Fire.

Action Items:

Closest Unit Dispatch Project Decision. Deputy Director Mayer provided a brief review of the Closest Unit Dispatch project which was included in the packet. Administrator Robertson moved to declare CUD as a project. Chief Thomas seconded the motion. Motion unanimously approved.

Elect Contract Police Representative for 2018/19 Term. Chief Thomas nominated Chief Calkins as the Contract Police Representative for the 2018/19 term. Administrator Robertson seconded. Chief Calkins unanimously elected.

Minutes. *Administrator Robertson moved to approve the minutes of the November 30th meeting. Chief Calkins seconded the motion and the motion was approved.*

Voucher and Payroll Approval.

Chief Thomas read the voucher and payroll approval and moved to approve claims check numbers 28200 through 28334 in the amount of \$840,442.56 for the period of 11/14/17 through 01/11/2018. E-Pay numbers 2017-107 through 2017-115 in the amount of \$212,086.01 for the period of 11/18/17 through 12/27/17. Payroll in the amount of \$1,338,531.29 for the period of 11/16/17 through 12/31/17. Administrator Robertson seconded. Motion approved.

Good of the Order.

The next scheduled meeting of the Operating Board is February 22, 2018.

With no further business, Chief Hwang adjourned the meeting at 0951 hours.

Respectfully Submitted,
Tracy Fitzgerald
Administrative Services Assistant

