



MEETING AGENDA

MEETING: Valley Communications Center (VCC) Operations Board
LOCATION: VCC Board Room
DATE & TIME: Thursday, March 24, 2016 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 Director
 - **Facilities Report**
7. Action Items
 - a. **Approval of the December 3, 2015 meeting minutes**
 - b. **Pulse Point Request – Agenda Report**
 - b. **Voucher and payroll approval (separate file)**
8. Next scheduled meeting – April 28, 2016
9. Adjourn

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





AGENDA REPORT

TO: Valley Communications Center (VCC) Operations Board
THROUGH:
FROM: Lora Ueland, Executive Director
DATE: March 24, 2016
RE: Facility Projects Update

Console Furniture Replacement in Com Room

Scope: Replace thirteen year-old console furniture at 16 call receiver positions, 16 dispatcher positions, 2 supervisor work stations in com room and two positions in the training room, addition of four call receiver consoles in the com room. Includes sit/stand desks, storage for electronic components, carpet, individual environment controls and status indicators. Total of 40 consoles.

Financial Impact: Approved budget of \$1,014,200. Furniture contract amount is \$849,683.70 + tax. Project will include furniture replacement, carpet replacement, and some technology changes.

Status: Contract signed with console vendor. In contract talks with carpet installer and electrical vendor.

Target Completion Date: Original completion date 1Q16, actual completion date expected in May 2016 due to extended contract negotiations.

Data Center Remediation

Scope: Address HVAC in the Data Center to maintain cooling capacity, regulate humidity and control air flow for critical VCC infrastructure (CAD, radio, paging components).

Financial Impact: Approved budget of \$1.5 million. VCC received 3 bid returns, all significantly higher than expected; total cost now expected to be \$2.9 million. Probable contributing factors for higher cost:

- Market Forces driving construction cost up significantly higher than when project was originally budgeted.
- Nature of construction in active mission critical data center doesn't allow contractors to follow normal construction methods, more labor intensive, increased Project Management & Communication, Method of Procedure driven.
- Increased level of detail for commissioning services.

Status: Meeting week of 3/21 with contractor to begin project.

Target Completion Date: 4Q16. Currently on schedule.





MEETING MINUTES

MEETING: Valley Communications Center (VCC) Operating Board
LOCATION: VCC Board Room
DATE: Thursday, February 25, 2016

MEMBERS: Chief Lee, *Auburn Police*
Chief Hwang, *Federal Way Police*
Administrator Robertson, *VRFA*
Chief Church, *South King Fire & Rescue*
Chief Doerflinger, *KCFD #43 (Contract Fire Agency Rep)*
DC Barlow, *Mountain View Fire*

ABSENT: Chief Peterson, *Renton Fire*
Chief Villa, *Tukwila Police*
Chief Schneider, *Kent RFA*
Chief Delgado, *Des Moines Police (Contract Police Rep)*
Chief Flores, *Tukwila Fire*
Chief Thomas, *Kent Police*
Chief Milosevich, *Renton Police*

VISITORS: Chief Clow, *KCFD #20*
Chief Calkins, *Pacific Police*
DC Wallgren, *Renton Fire*
Chief Herbert, *KC Medic One*
Assistant Chief Straus, *Kent Police*
DC Linton, *Tukwila Police*
DC Tomlinson, *Kent RFA*
Commander Keyes, *Renton Police*
Director Fogarty, *KC EMS*
DC Tyerman, *KC Medic One*

VCC STAFF: Lora Ueland, *Executive Director*
Vonnie Mayer, *Operations Manager*
Sean Morrow, *Human Resources Manager*
Tatyana Bogush-Stakhov, *Finance Manager*
Kristin Meitzler, *Technical Services Manager*
Yvonne Carslay, *Training Manager*
Mary Sue Robey, *Administrative Services Manager*
Tracy Fitzgerald, *Administrative Services Assistant*
Justina Hanquet, *Training Assistant*
Angee Bunk, *Supervisor*



Welcome and Introductions. Chief Church called the meeting to order at 0931 welcoming all. Introductions were made around the room.

Report from Chair. Chief Church provided a Legislative update.

Chief Church briefed the Board on a letter received from King County International Airport requesting to join VCC. This would have a significant impact on VCC and needs to be explored further. Chief Church proposed creating a subcommittee of OPS Chiefs (2 Police/2 Fire) with a VCC member to Chair. The Board was in unanimous agreement. Please email Lora Ueland and cc Chief Church if interested in participating on the subcommittee. This subcommittee will also look at the proposal submitted by Enumclaw Fire.

Report from any Member. None.

Report from Director. Executive Director Ueland reported:

VCC Personnel.

- The Academy of six will transition to the Com Room in mid-March.
- Currently down 8.5 positions which includes the 4 overhires.
- The next recruitment is scheduled for September but may be held earlier due to a halt in the electronic based EMS eCBD guide project due to technical issues.
- VCC received “Claims for Damage – unpaid wages” by 3 employees. VCC asserted the claims cited were either not compensable work or involve de Minimis amounts of time.

PSERN.

The Joint Board will meet today. The agenda includes a schedule update which is currently behind. There are 2 change requests:

- Removing the new site in Federal Way (Indian Hills) and sublease an existing site next door owned by Pierce County which will save money and time.
- Addition of VHF Equipment to support Search and Rescue in Middle fork of Snoqualmie River at an additional cost of 75K. No impact to schedule.

2015 Stats.

Director Ueland distributed a handout of 2015 Call Volumes showing VCC’s position among the 11 Primary PSAPS in the county. The stats relate to 911 calls only, not the 10 digit non-emergency numbers. Seattle Fire is a secondary PSAP, meaning they don’t answer 911 calls directly.

VCC Project Schedule.

Kristin Meitzler provided an update on the workload and facility projects. VCC just completed the bid process for the Data Center remediation project. This will be a 4 phase project and VCC will remain Live during the transition which will include carpet and furniture replacement. The workload and project update will be included with in the distribution of the minutes.

VCC staff will be attending the Tiburon User Conference next week.



Action Items:

Minutes. *Administrator Robertson moved to approve the minutes from the December 3, 2015 meeting. Chief Hwang seconded. Motion passed.*

Voucher and Payroll Approval. Chief Lee read the voucher and payroll report. *Chief Church moved to accept claims check numbers 26447 through 26628 in the amount of \$716,797.20 for the period of 11/26/2015 through 02/10/2016. EPAY numbers 2015-198 through 2016-019 in the amount of \$670,602.71 for the period of 11/26/2015 through 02/02/2016. Payroll in the amount of \$1,906,881.29 for the period of 11/26/2015 through 01/31/2016. Chief Hwang seconded. Motion passed.*

Project Approval Process. Director Ueland presented a draft Project Approval Process and explained how projects can affect VCC staffing. She requested the Board to approve the Project Approval Process which would present the financial and staffing impacts through a triage process. She proposed creating a Project Sponsor to explore the scope work. *Chief Clow motioned to accept the draft Project Approval Process as presented. Chief Calkins seconded. Motion passed.*

Next scheduled meeting of the Operating Board will be March 24 at 0930.

With no further business, Chief Thomas adjourned the meeting at 1019 hours.

Respectfully Submitted,

Tracy Fitzgerald
Administrative Services Assistant





AGENDA REPORT

TO: Valley Communications Center (VCC) Operations Board
FROM: Lora Ueland, Executive Director
DATE: March 21, 2016
RE: PulsePoint Application

Issue: Does the Operations Board request Valley Com initiate a project to implement PulsePoint?

Background: PulsePoint is a 501c-3 non-profit foundation based in the San Francisco area. ¹PulsePoint apps are designed to interface with the CAD system to alert private citizens of a nearby CPR event. In addition, the app can display all active emergency Fire/EMS incidents complete with address, type of incident and apparatus assigned as well as provide audio of radio traffic. A second app allows for reporting and updating of AED locations. The apps are free to download to the public and are only available where adopted and implemented by the local Fire/EMS agency.

History: The Medic One Foundation approached VCC in March of 2015 regarding PulsePoint. King County EMS attended the meeting, however, at that time did not make the request that VCC implement. In March of 2016, EMS indicated their support of the PulsePoint app changed from neutral to highly supportive. Seattle Fire and NORCOM are moving forward with implementation and Dr. Eisenberg from EMS has been quoted as saying he wants all fire agencies in King County to implement close to or at the same time to maximize outreach and utilization by the public.

Valley Com briefly investigated the possibility of implementing PulsePoint and identified several concerns that would have to be addressed:

1. The interface Tiburon has written to connect to PulsePoint for other customers involves a direct connect to the CAD data warehouse. This direct connect is deemed a significant risk by VCC as it exposes CAD to the outside world.
2. The CAD data warehouse is the repository for all VCC CAD data, police and fire, and there are CJIS concerns to be addressed. This is a unique situation to VCC as Seattle Fire is on a different CAD system than Seattle Police and NORCOM is also using two different CAD systems which separates their data.
3. VCC's workflow is to use the type code of AID or AIDMD on initial dispatch. To be effective, PulsePoint must identify CPR at initial dispatch.

Financial Review: While the app is free to download, there are costs to the agency to implement including a one-time fixed implementation fee of \$10,000 and ongoing maintenance fees ranging from \$8,000 to \$28,000.² VCC would also incur costs from Tiburon to develop a connection method and costs to maintain the interface during upgrades, in addition to any steps



needed to address the direct connect and CJIS issues. EMS has indicated they have some funds to assist in implementation fees.

Discussion: At this time, there has not been a request made by a VCC agency to implement Pulse Point. PulsePoint has meet with South King Fire and possibly more seeking support to implement.

VCC does not have available funds budgeted in the current biennium for this project. In addition, the project schedule would be impacted by a new project and consideration would need to be given to priorities.

Action: Does the VCC Operations Board desire to pursue exploring implementation of PulsePoint at this time and, in doing so, name an agency as the Project Sponsor as defined by the Project Approval Process?

¹ www.pulsepoint.org

² www.pulsepoint.org/implementation/

