



## MEETING AGENDA

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MEETING: Valley Communications Center (VCC) Operations Board  
LOCATION: VCC Board Room  
DATE & TIME: Thursday, October 27, 2016 at 0930 hours

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

1. Introductions
2. Additions or changes to the agenda
3. Report from the Chair
4. Report from any Member
5. PSERN Presentation
6. Report from Director
7. Action Items
  - a. **Approval of the September 22, 2016 meeting minutes**
  - b. **Voucher and payroll approval (separate file)**
8. Next scheduled meeting – Nov/Dec meeting - December 1, 2016
9. Adjourn

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





## MEETING MINUTES

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MEETING: Valley Communications Center (VCC) Operating Board  
LOCATION: VCC Board Room  
DATE: Thursday, September 22, 2016

MEMBERS: Chief Church, *South King Fire & Rescue*  
Administrator Robertson, *VRFA*  
Chief Milosevich, *Renton Police*  
Chief Peterson, *Renton Fire*  
DC Barlow, *Mountain View Fire*  
Chief Doerflinger, *KCFD #43 (Contract Fire Agency Rep)*  
Chief Calkins, *Pacific Police (Contract Police Agency Rep)*

ABSENT: Chief Flores, *Tukwila Fire*  
Chief Hwang, *Federal Way Police*  
Chief Villa, *Tukwila Police*  
Chief Lee, *Auburn Police*  
Chief Thomas, *Kent Police*  
Chief Schneider, *Kent RFA*

VISITORS: Chief Clow, *KCFD 20/Skyway*  
Commander Sidell, *Auburn Police*  
Assistant Chief Hemmen, *Kent Police*  
Commander Mitchell, *Tukwila Police*  
Chief Herbert, *King County Medic One*  
Lieutenant Nelson, *Federal Way Police*  
Randy Bourne, *Citizen*

VCC STAFF: Lora Ueland, *Executive Director*  
Vonnie Mayer, *Operations Manager*  
Kristin Meitzler, *Technical Services Manager*  
Mary Sue Robey, *Administrative Services Manager*  
Tatyana Bogush-Stakhov, *Finance Manager*  
Tracy Fitzgerald, *Administrative Services Assistant*  
Hope Bourne, *CAD Administrator*  
Donna Bourne, *Dispatcher*

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



**Recognition.** Operations Manager Vonnie Mayer congratulated VCC Dispatcher Donna Bourne for her 20 years of service. Executive Director Ueland thanked Renton Fire Chief Peterson and King County Medic One Chief Herbert for their years of support to the Ops Board and congratulated each on his upcoming retirement.

**Report from Chair.** None.

**Report from any Member.** None.

**Report from Director.** Executive Director Ueland reported:

**Personnel.**

The Call Receiver academy of 10 have all successfully completed their training. Recruitment is underway for a January academy. VCC is currently down 2.5 com room employees plus 4 overhires. An HR Analyst has been hired with a start date of October 3<sup>rd</sup>.

**Enumclaw/KCFD 28.**

The Admin Board approved onboarding Enumclaw Fire. Technical and Operational staff are working towards an early 2017 transition. Director Ueland reminded the Board this is Fire only and Police will remain with City dispatch.

**King County Airport.**

The Admin Board approved onboarding with AARF. Technical and Operational staff are working with them to develop a transition plan. There is not a tentative date set as of today. Director Ueland reminded the Board this is Fire only and Police will remain with KCSO dispatch.

**Budget.**

The Admin Board approved the budget in August. The contract call for service rate is \$40.79. The owner call for service rate is \$34.70. VCC is refreshing the contract language and will have a proposal to agencies as soon as possible.

Vonnie Mayer has been promoted to Deputy Director and VCC will begin recruitment for a new Operations Manager soon. There will be 3 new tech positions phased in over the next 2 years. VCC will also be hiring a half time public records specialist.

**Text to 911.**

The fully integrated system is years out. King County PSAPs have selected a web based text format as the interim solution. The main concern is network security. King County E-911 is in the RFP development process with other PSAP representatives. The target date for Text to 911 deployment is July 1, 2017.

**PSERN.**

Handouts of the project dashboard and status were distributed. Motorola is changing from Factory Mutual to Underwriter Lab regarding 'intrinsically safe standard'. If this is approved, the radios will not have the FM stamp on the back which does not meet PSERN contract specifications. *Chief Church motioned to delay any decision until better vetted. Chief*



*Peterson seconded. Motion carried. Director Ueland will take the request to the PSERN board today.*

**Appreciation.**

Deputy Director Vonnie Mayer thanked Renton Fire and Police and Medic One for their compassion and professionalism during a recent CPR call involving a Valley Com employee's infant son who sadly passed away.

**Action Items:**

**Minutes.** *Chief Milosevich moved to approve the minutes of the July 28, 2016. Administrator Robertson seconded. Motion passed.*

**Voucher and Payroll Approval.** Chief Sidell read the voucher and payroll report. *Chief Church moved to accept claims check numbers 27006 through 27149 in the amount of \$943,420.61 for the period of 07/13/16 through 09/13/16. EPAY numbers 2016-086 through 2016-097 in the amount of \$306,732.99 for the period of 07/23/16 through 08/26/16. Payroll in the amount of \$1,089,845.09 for the period of 07/16/16 through 08/31/16. Chief Calkins seconded. Motion passed.*

Next scheduled meeting of the Operating Board will be held on October 27, 2016 at 0930.

With no further business, Chief Church adjourned the meeting at 0956 hours.

Respectfully Submitted,

Tracy Fitzgerald  
Administrative Services Assistant

