



MEETING AGENDA

MEETING: Valley Communications Center (VCC) Operations Board
LOCATION: VCC Board Room
DATE & TIME: Thursday, December 1, 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. Report from the Chair
4. Report from any Member
5. Report from Director
6. Action Items
 - a. **Approval of the October 27, 2016 meeting minutes**
 - b. **Voucher and payroll approval (separate file)**
7. Next scheduled meeting – Nov/Dec meeting – January 26, 2017
8. 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, October 27, 2016

MEMBERS: Chief Church, *South King Fire & Rescue*
Administrator Robertson, *VRFA*
Chief Milosevich, *Renton Police*
Chief Calkins, *Pacific Police (Contract Police Agency Rep)*
Chief Lee, *Auburn Police*
Chief Thomas, *Kent Police*
Chief Hwang, *Federal Way Police*
Chief Wittwer, *Tukwila Fire*
Chief Villa, *Tukwila Police*

ABSENT: Chief Doerflinger, *KCFD #43 (Contract Fire Agency Rep)*
Chief Schneider, *Kent RFA*
Chief Mitchell, *Renton RFA*

VISITORS: DC Barlow, *Mountain View Fire*
Chief Clow, *KCFD 20/Skyway*
Helen Chatalas, *King County EMS*
Matt Busa, *Motorola*
Dijana Steward, *PSERN Project*
Karla Clark, *PSERN Project*
David Mendel, *PSERN Project*
Keith Keller, *King County Medic One*

VCC STAFF: Lora Ueland, *Executive Director*
Vonnie Mayer, *Operations Manager*
Kristin Meitzler, *Technical Services Manager*
Tatyana Bogush-Stakhov, *Finance Manager*
Dino Lamanna, *Project Administrator*
Denese Moore, *Supervisor*
Amy Leaitu, *Human Resources Specialist*
Karen Hanson, *Training Manager*
Yvonne Carslay, *Training Manager*

Welcome and Introductions. Chief Church called the meeting to order at 0930 welcoming all. Introductions were made around the room.

Report from Chair. Welcomed new Tukwila Fire Chief Jay Wittwer and Interim Chief Keith Keller of King County Medic One.



Report from any Member. None.

PSERN Presentation. Karla Clark, Communication Manager for the PSERN project introduced Dijana Steward, Project Manager and David Mendel from King County. A brief presentation of the PSERN project to date was provided to the Board members.

Report from Director. Executive Director Ueland reported:

Personnel. Director Ueland introduced Karen Hanson as the new Training Manager. She will replace Yvonne Carslay who will be retiring the end of December 2016 and Amy Leaitu as the new HR Analyst. VCC is in the process of hiring an Operations Manager, IT Project Manager and a Public Records Specialist to start in January 2017.

Reminder: The next OPS Board meeting will be a combination of the November and December meetings due to the holidays.

PSERN: Director Ueland asked if there was any objection to moving from FM to UL radio regarding the intrinsically safe standard. The radios from Motorola will no longer have the FM stamp signifying certification but they will be tested by UL to have met the standard. There was no objection from anyone on the Board. Director Ueland will relay this information at the Joint Board meeting today.

Action Items:

Minutes. *Administrator Robertson moved to approve the minutes of the September 22, 2016. Chief Lee seconded. Motion passed.*

Voucher and Payroll Approval. Chief Lee read the voucher and payroll report. *Administrator Robertson moved to accept claims check numbers 27150 through 27261 in the amount of \$768,304.24 for the period of 09/14/16 through 10/19/16. EPAY numbers 2016-098 through 2016-106 in the amount of \$317,954.63 for the period of 08/27/16 through 09/27/16. Payroll in the amount of \$1,077,673.90 for the period of 09/01/16 through 10/15/16. Chief Calkins seconded. Motion passed.*

Next scheduled meeting of the Operating Board will be held on December 1, 2016 at 0930. This meeting will be a combination of the November and December meetings due to the holidays.

With no further business, Chief Church adjourned the meeting at 1025 hours.

Respectfully Submitted,
Tracy Fitzgerald
Administrative Services Assistant

