



## MEETING AGENDA

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MEETING: Valley Communications Center (VCC) Operations Board  
LOCATION: VCC Board Room - 27519 108<sup>th</sup> Ave SE, Kent, WA  
DATE & TIME: Thursday, August 24<sup>th</sup>, 2017 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. Recognition
  - a. Introduction of Call Receiver Class
4. Report from the Chair
5. Report from any Member
6. First Net Presentation – 30 minutes
7. Report from Deputy Director
  - a. After Action Review – Enumclaw Plane Crash
  - b. DOL Photo Project Update
  - c. DOL Scanners Project Update
8. Action Items
  - a. **Budget Adjustment**
  - b. **Resolutions Repeal and Approval**
  - c. VCC Strategic Plan Steering Committee
  - d. **Approval of the July 27<sup>th</sup>, 2017 Meeting Minutes**
  - e. **Voucher and Payroll Approval**
9. Next scheduled meeting – September 28<sup>th</sup>, 2017
10. 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, July 27, 2017

MEMBERS: Chairperson Chief Church, *South King Fire & Rescue*  
Chief Marshall, *Renton RFA*  
Administrator Robertson, *VRFA*

ABSENT: Chief Schneider, *Puget Sound RFA*  
Chief Lee, *Auburn Police*  
Chief Villa, *Tukwila Police*  
Chief Tyerman, *KCFD 43 (Contract Fire Agency Rep)*  
Chief Hwang, *Federal Way Police*  
Chief Milosevich, *Renton Police*  
Chief Wittwer, *Tukwila Fire*  
Chief Thomas, *Kent Police*  
Chief Calkins, *Pacific Police (Contract Police Agency Rep)*

VISITORS: Chief Keller, *KC Medic One*  
Chief Hicks, *KCFD 20*  
DC Neal, *Federal Way Police*  
DC Mitchell, *Tukwila Police*  
AC Kammerzell, *Kent Police*  
Commander Hirman, *Auburn Police*  
Lt. Hong, *Pacific Police*  
DC DiDonato, *KCFD 43*  
AC Flores, *Tukwila Fire*  
DC Barlow, *KCFD 44*  
Matthew Busa, *Motorola*

VCC STAFF: Lora Ueland, *Executive Director*  
Vonnie Mayer, *Deputy Director*  
Angee Bunk, *Operations Manager*  
Kristin Meitzler, *Tech Services Manager*  
Sean Morrow, *Human Resources Manager*  
Karen Hanson, *Training Manager*  
Tracy Fitzgerald, *Administrative Services Assistant*  
Denese Moore, *Supervisor*  
Olivia Manu, *Dispatcher*



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

**Changes to Agenda.** None.

**Recognition.** Deputy Director Vonnie Mayer thanked VCC Dispatcher Olivia Manu for her 10 years of service and presented her with a plaque.

**Report from Chair.** None.

**Report from any Member.** None.

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

**King County International Airport.** Deputy Director Mayer thanked the Operations, Training and Technical teams for their hard work on the preparations for a December 5 implementation of the KCIA.

**4<sup>th</sup> of July Review.** Operations Manager Bunk discussed the 4<sup>th</sup> of July stats provided in the Ops Board packet. The stats are run during peak hours of 2000-0200. Director Ueland noted there was a small change in one of the agency procedures that VCC wasn't aware of and reminded the group that minor changes on an agency end could cause an impact for VCC and the importance of informing VCC of procedural changes. If there is any additional data agencies would like to see in after action reports following a big event please let Director Ueland know.

**2017 Year to Date Stats.** Deputy Director Mayer provided an interview of the 2017 stats included in the Ops Board packet. There is an increase in Police calls which was expected. Director Ueland noted VCC rates number 2 in terms of highest 911 call volume in the County.

**Ambulance Channel Pilot Results.** Supervisor Denese Moore discussed Fire 2 radio traffic and reducing the number of short reports to units which went into effect on May 1. There was a decrease in fire incidents for Aid and AidMD typecodes. The stats from King County radio showed a decrease in Air Time of 66 hours between May 1 and July 15. The Zone 3 Ambulance Talkgroup Channel trial was in effect June 15 – July 14 showing an overall decrease of incoming and outgoing calls from both Trimed and AMR of 69.66%. Director Ueland requested a motion to continue both programs. *Chief Marshall moved to continue both Ambulance Talkgroup Channel and Fire 2 radio traffic reduction programs. Chief Flores seconded and the motion passed.*



**Closest Unit Dispatch Update.** Chief Church requested the Zone 3 Chiefs and Patrol Commanders hold a joint meeting and discuss their concerns in order to move a consensus recommendation to the Ops Board for consideration.

**DOL Photo.** The DOL Photo Project Plan Summary was distributed. Executive Director Ueland asked agencies to distribute the handout with their teams and report any issues or questions back to VCC. The Go-live date is scheduled for September 27, 2017.

**NG Paging Solution Tech User Group Brief.** VCC is beginning the initiative to gather requirements to notification in the future to include fire and police agencies. The existing Tech User Group will participate along with other agency personnel as needed. The goal is to have requirements identified by May of 2018.

**40<sup>th</sup> Year Celebration.** Valley Com will host the 40<sup>th</sup> Year Anniversary celebration on Wednesday, August 30<sup>th</sup> from 11:30 am to 2:00 pm. Lunch and cake will be served.

**PSERN.** The Seattle representative on the Joint Board has resigned her position on the project and Fire Chief Harold Scoggins has been named Seattle's representative. The In-Building Coverage Task Force has spent time reviewing maps and taking inventory of known existing problem areas. Subscriber training on the new radios is scheduled for August 2018 thru April 2020 with deployment of mobiles and portables expected to be June 2019 thru 2020.

**VCC Strategic Plan.** VCC has hired BDS Urban Planning and Design. The first meeting with management will be on August 8. The scoping of the plan is expected to be complete by the end of the year with actual planning to occur in 2018.

#### **Action Items:**

**Talk Group Request.** The WA State Gaming Commission and Union Pacific Railroad have both requested access to all law enforcement primary and tactical dispatch talk groups dispatched by VCC. The Patrol Commanders unanimously voted to deny the request. VCC agreed. *Administrator Robertson moved to deny the Gaming Commission request. Chief Marshall seconded. Motion denied.*

*Administrator Robertson moved to deny UPRR request with the recommendation they try to access MARS. Commander Hong seconded the motion. Motion denied.*

**Minutes.** *Chief Mitchell moved to approve the minutes of the June 22<sup>nd</sup> meeting. AC Kammerzell seconded the motion and the motion was approved.*

**Voucher and Payroll Approval.** On behalf of Chief Lee, Commander Hirman read the voucher and payroll report. *Administrator Robertson moved to accept claims check numbers 27843 through 27906 in the amount of \$209,488.24 for the period of 6/19/17 through 7/18/17 and voided check numbers 27878 through 27879. E-Pay numbers 2017-056 through 2017-060 in the amount of \$166,100.68 for the period of 6/8/17 through 6/30/17 and payroll in the*



amount of \$1,105,723.56 for the period of 6/1/17 through 7/15/17 and manual check number 39616 in the amount of \$628.10 dated 7/17/17. *AC Kammerzell seconded. Motion passed.*

**Good of the Order.** Chief Keller reported the number of shootings has increased from 145 last year to 165 so far in 2017.

Matt Busa stated Motorola has been receiving a lot of questions regarding devices being used to interface the system. King County will host a mini trade show tentatively October 10 or 12 to address questions and concerns.

The next scheduled meeting of the Operating Board is August 24, 2017.

With no further business, Chief Church adjourned the meeting at 1028 hours.

Respectfully Submitted,  
Tracy Fitzgerald  
Administrative Services Assistant

