



## MEETING MINUTES

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MEETING: Valley Communications Center (VCC) Operating Board  
LOCATION: VCC Board Room  
DATE: Thursday, March 28, 2013

MEMBERS: Chair - Chief Peterson, *Renton Fire*  
Chief Thomas, *Kent Police*  
Chief Church, *South King Fire & Rescue*  
Chief Milosevich, *Renton Police*  
Chief Schneider, *Kent Fire Department RFA*  
Chief Lee, *Auburn Police*  
Administrator Robertson, *Valley Regional Fire Authority*  
Chief Doerflinger, *KCFD #43 (Contract Fire Agency Rep)*  
Chief Delgado, *Des Moines Police (Contract Police Rep)*

ABSENT: Chief Wilson, *Federal Way Police*  
Chief Villa, *Tukwila Police*  
Chief Olivas, *Tukwila Fire*

VISITORS: Assistant Chief Barlow, *KCFD #44*  
MSO Overland, *Medic One*  
MSA Herbert, *Medic One*  
Commander Mitchell, *Tukwila PD*  
Cathy Schrock, *Federal Way PD*  
Assistant Chief Flores, *Tukwila PD*  
Chief Clow, *Enumclaw Fire*  
Joe Piksa, *Motorola*  
Brooke Flynn, *Motorola*  
Chief Howard, *King Co Airport*  
Charity Catalfomo, *King County Airport*

VCC STAFF: Lora Ueland, *Executive Director*  
Vonnie Mayer, *Operations Manager*  
Angee Iyall, *Supervisor I*  
Yvonne Carslay, *Training Manager*  
Mary Sue Robey, *Administrative Services Manager*  
Tatyana Bogush-Stakhov, *Finance Manager*



**Welcome and Introductions.** Chairperson Chief Peterson, welcomed everyone and called the meeting to order at 0931 hours. Introductions were made around the room.

**Minutes.** The Minutes from the January 24, 2013 meeting were approved.

**Additions/deletions.** SOP Approval was added to the agenda and recognition was removed.

**Report from Chair.** No report.

**Report from any Member:** No report.

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

- Paging - Phase 1 was new transmitters, Done May 2012. Phase 2 was new timing devices, done October 12. Phase 3 is the new sites, Squak Mountain was brought on line 2/21/13; Rolling Hills is expected to be on line by 4/30/13, with two more sites to be determined in 2013. Due to time constraints and resources the progress towards the additional sites have not progressed as expected.
- PSERN (Puget Sound Emergency Radio Network) - There will be two meetings, one on 3/29 and 4/01 at the RCECC in Renton to inform and get user input on system design needs. Attendance is very important. The RFP, outcome of the bond passing or failing and the pros and cons if a new vendor or existing vendor is selected was discussed.
- PSAP Consolidation - Geo-Comm delivered their updated report earlier this month. PSAP directors are reviewing the document and will meet on April 15th to determine acceptance of the document. If accepted, the Executives Office plans to hire a consultant to assist in the implementation of some or all of the recommendations. The Executives Office will make the final decision, however discussions will include PSAP Directors and elected official/policy makers from each PSAP. Mayor Priest will be representing Valley Com in the elected officials capacity on the sub group.
- Non Emergency Number - The Administration Board requested Valley Com explore options to promote a non Kent pre-fix non emergency number. There were three options discussed. Option 1 - toll free number that would roll over to the existing 852-2121 number. Option 2 - city specific number that would also roll over to the existing 852-2121. Option 3 - 311. Option 3 was ruled out due to cell routing. Option 1 and 2 are both good options. Continuing to explore feasibility on both. Once a decision is made, the Mayors agreed to change their city websites, as well as promote and educate the citizens in their communities.
- Budget - The parameters of the 2014 actual/2015 estimated budget will be presented to the Mayors next week at the Administration Board meeting. The VCC Finance committee will meet on April 18th to discuss the budget.
- Y.E.S (Youth Educations and Safety) Fair is scheduled for May 18th. Yvonne Carslay thanked both Renton Fire Chief Peterson and Police Chief Milosevich for their support and help securing the venue, Renton Community Center at CARCO Park. She discussed the different events lined up including the confirmation of the smoke house from KCFD # 2.



- Telecommunicator Week - Mary Sue Robey informed the group National Telecommunicator week is scheduled for the week of April 14th - 20th. As always, donations are being accepted and are very much appreciated. She will send out an email as a reminder.
- Language Line - Mary Sue Robey discussed the high volume of language line being used and not being able to track which agency to bill the call to. This issue has been vetted through the Patrol Commanders, with no problem from their perspective to have each agency obtain their own account. This issue is moving to this level to make sure chiefs are aware. Mary Sue was asked to send out the contact information for language line to the Operating Board.

**Voucher and payroll approval.** *Kathy Schrock on behalf of Chief Wilson moved to approve claim check numbers 23746 through 23968 in the amount of \$504,507.41 for the period 01/16/13 to 03/22/13, EPAY numbers 13-11 through 13-44 in the amount of \$499,346.30 for the period 01/22/13 through 03/24/13, and payroll in the amount of \$1,663,579.16 for the period 01/01/13 to 03/15/13. Administrator Robertson seconded. Motion passed.*

**Seattle PD request for radio programming.** Director Ueland requested on behalf of Seattle PD to authorize all Valley Com police talk groups in their radios. Chief Milosevich moved to accept. *Chief Thomas seconded. Motion passed.*

**VCC Finance Committee Representatives.** Chief Peterson stated he would continue on as the representative for Fire and Chief Wilson will continue for Police. Chief Doerflinger agreed to continue as the contract agency representative.

**SOP Approval.** Vonnie Mayer discussed SOP 612 Vehicle & Subject pursuits. *Chief Thomas moved to accept changes. Chief Lee seconded. motion passed.* Vonnie then discussed SOP 640 Police Electronic Emergency Alerts. *Chief Milosevich moved to accept changes. Chief Lee seconded. motion passed.* Policies will be changed and put into effect on April 15, 2013.

Chairperson Peterson called for executive session at 1008 hours to discuss potential litigation. The executive session is expected to last approximately 15 minutes. Executive session ended at 1023 hours. The regular meeting was called back into session.

With no further business, Chairperson Peterson adjourned the meeting at 1023 hours.

Respectfully Submitted,

Mary Sue Robey  
Administrative Services Manager

