



MEETING MINUTES

MEETING: Valley Communications Center (VCC) Operating Board
LOCATION: VCC Board Room
DATE: Thursday, April 24, 2014

MEMBERS: Chair - Chief Thomas, *Kent Police*
Chief Hwang, *Federal Way Police*
Chief Lee, *Auburn Police*
Chief Peterson, *Renton Fire*
Chief Milosevich, *Renton Police*
Chief Villa, *Tukwila Police*
Chief Church, *South King Fire & Rescue*
Administrator Robertson, *VRFA*

ABSENT: Chief Doerflinger, *KCFD #43 (Contract Fire Agency Rep)*
Chief Schneider, *Kent Fire Department RFA*
Chief Delgado, *Des Moines Police (Contract Police Rep)*

VISITORS: Chief Chubb, *KCFD #20*
MSO Herbert, *KC Medic One*
Assistant Chief Brown, *Vashon Island Fire*

VCC STAFF: Lora Ueland, *Executive Director*
Mary Sue Robey, *Administrative Services Manager*
Vonnie Mayer, *Operations Manager*
Kristin Meitzler, *IT Manager*
Brian Powell, *CAD System Administrator*
Tatyana Bogush-Stakhov, *Finance Manager*
Gina Palermo, *HR Manager*
Angee Bunk, *Supervisor II*
Shaun Lawrence, *Call Receiver*
Yvonne Carslay, *Training Manager*

Welcome and Introductions. Chairperson Chief Thomas welcomed everyone and called the meeting to order at 0937 hours. Introductions were made around the room.

Additions/Changes to Agenda. None

Recognition. Director Ueland recognized Call Receiver Shaun Lawrence for receiving the 2013 Director Choice Award.



Report from Chair. None.

Report from any Member. None.

Report from Director. Director Ueland reported:

Century Link will hold a public meeting at Camp Murray on May 15th to discuss the results of their investigation into the state wide 9-1-1 outage. VCC is interested in gaining authorization to authorize use of CODE RED or Reverse 9-1-1, notification was made without VCC knowledge. An After Action Report was completed the day of the event with lessons learned. This was the first time there was a state wide outage, lots of questions circulating. Chief Church asked notification be made to the Chiefs immediately in these types of events. Chief Thomas thanked Director Ueland for getting an After Action Report done so quickly.

The VIPER upgrade scheduled for the 1st week of June has been postponed due to security concerns VCC has with Century Link. VCC wants a comprehensive plan developed before moving forward on the project.

ACT Committee is scheduled to meet on April 28th to discuss VCC's fiber optics footprint. The Sub ACT committee has been disbanded as it was an adhoc committee formed for the CAD implementation. The ACT Committee will meet on an as need basis in the future.

PSERN. The vendor will be identified in May and negotiations will begin. Work on the governance is still being developed. have input on the final decision with the vendor selection expected to be done in April or May. The governance is still being defined. A recommendation has been made to move forward with a levy lid lift for funding. Chief Church stated the Fire Services will kill it.

Kristin Metzler briefly discussed the current paging issues.

Brian Powell updated the Board on the Tiburon CAD stating they are working on a few minor issues and for the most part the system is working well.

Telecommunicator Week was a success - Director Ueland thanked the agencies for their donations and Mary Sue Robey and Tracy Fitzgerald for overseeing the events of the week.

Tatyana Bogush-Stakhov discussed the 2014 Budget adjustment stating there were 10 items discussed with the Finance committee. They approved the addition of a new position (HR Specialist) with the caveat that all positions be looked at. *Administrator Robertson moved to recommend Resolution #116 to the Administration Board. Chief Peterson seconded. Motion passed.*

Tatyana Bogush-Stakhov discussed Valley Com moving to a Biennial Budget as requested by the owner agencies. *Administrator Robertson moved to recommend Resolution #117 to the Administration Board. Chief Lee seconded. Motion passed.*



Tatyana Bogush-Stakhov explained the replacement LGIP resolution to the Board. *Administrator Robertson moved to recommend Resolution #118 to the Administration Board. Chief Peterson seconded. Motion passed.*

Minutes. *Chief Peterson moved to approve the meeting minutes of March 27, 2014. Administrator Robertson seconded. Motion passed.*

Voucher and Payroll Approval. *Chief Lee moved to approve claim check numbers 24872 through 24947 in the amount of \$188,727.44 for the period 03/22/14 to 04/18/14. EPAY numbers 14-39 through 14-52 in the amount of \$185,717.74 for the period 03/15/14 through 04/11/14. Payroll in the amount of \$372,937.88 for the period 03/16/14 to 03/31/14. Chief Villa seconded. Motion passed.*

Next scheduled meeting of the Operating Board will be on May 15, 2014 at 0930.

With no further business, Chairperson Thomas adjourned the meeting at 1005 hours.

Respectfully Submitted,
Mary Sue Robey
Administrative Services Manager

