



MEETING MINUTES

MEETING: Valley Communications Center (VCC) Operating Board
LOCATION: VCC Board Room
DATE: Thursday, December 4, 2014

MEMBERS: Chair - Chief Thomas, *Kent Police*
Chief Peterson, *Renton Fire*
Chief Hwang, *Federal Way Police*
Chief Milosevich, *Renton Police*
Administrator Robertson, *VRFA*
Chief Villa, *Tukwila Police*
Chief Doerflinger, *KCFD #43 (Contract Fire Agency Rep)*
Chief Delgado, *Des Moines Police (Contract Police Rep)*

ABSENT: Chief Church, *South King Fire & Rescue*
Chief Lee, *Auburn Police*
Chief Schneider, *Kent Fire Department RFA*
Chief Flores, *Tukwila Fire*

VISITORS: DC Olson, *South King Fire & Rescue*
Sgt. Colglazier, *Auburn Police*
Chief Chubb, *KCFD #20*
Michele Plorde, *KC Medic One*
MSO Overland, *KC Medic One*
Chief Barlow, *Mountain View Fire & Rescue*
Chief Lipe, *Vashon Island Fire & Rescue*

VCC STAFF: Lora Ueland, *Executive Director*
Mary Sue Robey, *Administrative Services Manager*
Vonnie Mayer, *Operations Manager*
Tony Toppano, *Lead Network Administrator*
Brian Powell, *CAD System Administrator*
Tatyana Bogush-Stakhov, *Finance Manager*
Angee Bunk, *Supervisor II*
Yvonne Carslay, *Training Manager*
Sean Morrow, *HR Manager*
Sara Hloshyk, *HR Assistant*
Justina Hanquet, *Training Assistant*

Welcome and Introductions. Chair Chief Thomas, called the meeting to order at 9:30AM welcoming all. Introductions were made around the room.



Additions/Changes to Agenda. None

Report from Chair. None.

Report from any Member. None.

Report from Director. Executive Director Ueland introduced Sean Morrow, Valley Com's new HR Manager effective November 10th and gave a brief history on his work experience.

November Power Outage. Valley Com experienced to power outages in November, Trane was called out for an emergency response due to the chiller water pumps not restarting as they should have. Installing monitoring equipment for critical systems was cited as a priority project in the 2015/16 budget process.

PSERN. The Implementation ILA is near completion and expected to be finalized next week. King County Council attorneys have requested VCC and EPSCA be signing parties due to the requirements to turn over spectrum and towers to PSERN. KC Prosecuting attorney suggested KC and VCC enter in a side ILA allowing for the transfer. To rewrite the Implementation ILA to include this at this time would negatively impact the timeline. Renton, Auburn and Kirkland have passed resolutions and Tukwila, Kent, Federal Way & Bellevue expect to present their resolutions in January. VCC will work with the County to draft the side ILA.

The Operations ILA will be changing some, A Memo of Agreement (MOA) is being proposed by Seattle that states intent to form a non-profit corporation and defers completion of the ILA to the future. The MOA will include definitions of material terms to be addressed in the ILA; the governance and voting structure; governed by a Board of Directors; and agencies using PSERN pay user fees as provided in the Implementation ILA. City Attorneys are agreeable to the MOA with minor edits.

The existing Steering Committee has been broadened to include representation from the KC Fire Chiefs Association and KC Police Chiefs Association. Chief Al Church from South King Fire and Police Chief Ron Gibson from Redmond are the new members.

E-911 Office. After meeting with the KC Council and other PSAP Directors the council agreed to add a technical and financial audit of the E-911 Office to their budget process. ED Ueland will meet with the King County Auditor on December 8th.

Text to 9-1-1. The FCC report following the April 911 outage included slowing down the NG-911 implementation in order to more thoroughly identify, address and manage the risks associated with texting to 9-1-1. The E-911 Office is eager to implement the text to 9-1-1 county wide, beginning with Seattle Police Department and King County Sheriffs Office implementing by the end of 2014. The proposed plan includes KCSO receive all the texts outside of Seattle and relay them verbally to the appropriate PSAP.



The VCC Operating Board does not support the current plan due to concerns with additional delay in processing calls and added risks.

In closing, Executive Director Ueland congratulated Chief Hwang on the City of Federal Way Police Department's recent CALEA re-accreditation, earning the status of Gold Standard with Excellence at the recent CALEA conference in New Mexico.

CAD Status Report. Brian Powell reported VCC has signed off on all bug reports pushing Tiburon into the 60 day reliability time which means CAD will have to be up and running **free of problems 99.9% of the time for 60 days. Closest unit dispatch, also known as Proximity Dispatch**, will be rolled out in May or June 2015.

Minutes. *Chief Peterson moved to approve the meeting minutes of October 16, 2014. Administrator Robertson seconded. Motion passed.*

Voucher and Payroll Approval. *Chief Milosevich moved to accept claims check numbers 25423 through 25543 in the amount of \$410,39.74 for the period ending 10/11/14 through 11/25/14. EPAY numbers 14-149 through 14-173 in the amount of \$1,576,407.07 for the period of 10/1/14 through 11/26/14. Payroll in the amount of \$1,052,206.03 for the period of 10/1/14 through 11/15/14. Chief Hwang seconded. Motion passed.*

Resolution # 120 - SOP 1007 - Purchasing Policy Approval. *Chief Villa moved to recommend approval to the Administration Board of the revised SOP 1007, which governs the purchasing and contracting practices for VCC. And recommend to the Administration Board to adopt Resolution # 120, to authorize purchasing from a federal agency or through a federal government contract. Chief Milosevich seconded. Motion passed.*

Next scheduled meeting of the Operating Board will be January 22, 2015 at 0930.

With no further business, Chairperson Thomas adjourned the meeting at 1009 hours.

Respectfully Submitted,
Mary Sue Robey
Administrative Services Manager

