



MEETING AGENDA

MEETING: Valley Communications Center (VCC) Administration Board
LOCATION: VCC Board Room – 27519 108th Ave SE, Kent WA
DATE & TIME: Friday, December 6th, 2019 at 1000 hours

1. Welcome and Introduction
2. Report from any Chair
3. Report from any Member
4. Report from Operations Board
5. Recognition
6. **Approval of November 1, 2019 Admin Board Meeting Minutes – Action Item**
7. **Approval of October 1 – November 22, 2019 Vouchers – Action Item**
8. **New Flexible Benefit Plan Resolution #133 – Action Item**
9. **Updated Purchasing Policy Resolution#134 - Action Item**
10. Admin Board Chair Election 2020/21 – Action
11. **Meeting Schedule 2020 - Discussion**
12. Report from Executive Director
 - a. **Written Directors Report**
 - b. **Call Volume Statistics**
13. Adjourn

Next regular scheduled Admin Board – Jan 3, 2020



