



MEETING MINUTES

MEETING: VCC Administration Board Meeting
LOCATION: VCC Board Room – 27519 108th Ave SE Kent, WA 98030
DATE: Friday, February 1, 2019

MEMBERS: Mayor Backus, *City of Auburn*
Mayor Ferrell, *City of Federal Way*
Mayor Ralph, *City of Kent*
Mayor Ekberg, *City of Tukwila*
Chief Van Valey, *Proxy for Mayor Law, City of Renton*

VISITORS: Shannon Phillips, *Summit Law Group*
Brian Scott, *BDS Planning*
Gabriel Silberblatt, *BDS Planning*

VCC STAFF: Lora Ueland, *Executive Director*
Vonnie Mayer, *Deputy Director*
Angee Bunk, *Operations Manager*
Tatyana Bogush-Stakhov, *Finance Manager*
Mary Sue Robey, *Administrative Services Manager*
Tracy Fitzgerald, *Administrative Services Assistant*

Welcome and Introductions. Chairperson Mayor Backus called the meeting to order at 1004 hours. Introductions were made around the room.

Report from Any Member. None.

Report from the Operations Board. Director Ueland reported the January Operations Board meeting was canceled. The next regular Operations Board meeting will be February 28th, 2019.

Report from Executive Director.

Call Volume Statistics. Deputy Director Mayer asked if there were any questions regarding the updated year-end call volume stats included in the meeting packet. There were no questions or concerns.

Executive Director's Report. There were no questions or concerns regarding the Director's report included in the Administration Board meeting packet.



Employee Update. VCC recently promoted 3 Dispatchers to Supervisors. The cities of Kent and Auburn HR Managers assisted in a review of the promotion process. Two suggestions were to add a 5-day appeal process before the results are announced and to invite the candidates in for an orientation prior to the process. Supervisor Zach Cloyd was promoted to CAD Administrator. A Police Dispatcher academy started in January with a class of 4.

Recognition. Deputy Director Mayer recognized CO I Whitney Vordahl for her nomination on a Domestic Violence call. A 17-year old Maple Valley resident was nominated by CO I Shauna Stark for staying calm and following first aid instructions provided by Ms. Stark. The resident won the award and was recognized at the NG911 Institute Honors reception in Washington DC. VCC will meet him and his family in March when Ms. Stark will present him with an award.

Deputy Director Mayer recognized Lora Ueland for completing the Certified Public-Safety Executive course with APCO.

There will be an article in the Auburn Reporter highlighting Valley Com as part of the public safety initiative. Deputy Director Mayer has been working with Liz Miller on this story.

The Regional Advisory Governing Board, chaired by Director Ueland, will be following up with King County E911 Program Office and CenturyLink regarding the lack of communication and leadership during the recent outage.

VCC Funding Model Task Force Kick-Off. BDS Planning opened a discussion regarding the guiding principles and parameters for the Funding Model Task Force. The purpose of the process is to achieve consensus agreement on a fair and equitable funding model for Valley Com that is based on shared principles and the product is a scalable formula for charging Valley Com customers to fund the Center. The mayors requested their Finance Managers and City Managers be invited to join the Task Force and that a Customer Focus Group be established.

Action Items by Consent. *Mayor Ferrell moved to approve the minutes from the December 7th, 2018 meeting. Mayor Ralph seconded. Motion approved.*

Executive Session. At 1053 hours, Mayor Backus requested the Board move into Executive Session for 30 minutes under RCW 42.30.110(1)(i) for the purpose of discussing litigation. Attorney Shannon Phillips remained in the room for the Executive Session.

At 1119 Mayor Backus convened the general meeting.

With no further business, Mayor Backus stated the next regular meeting will be held March 1st, 2019. The meeting was adjourned at 1119 hours.

Respectfully submitted,

Maer Fitzgerald



Tracy Fitzgerald,
Administrative Services Assistant

