

# Valley Communications Center Administration Board Meeting Minutes

May 6, 2022

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**Meeting called by:** Chairperson Mayor Ekberg      **Type of Meeting:** Monthly Meeting  
**Location:** Valley Communications Center

**MEMBERS:** Mayor Ekberg, City of Tukwila  
Mayor Backus, City of Auburn  
Mayor Pavone, City of Renton  
Mayor Ferrell, City of Federal Way  
Mayor Ralph, City of Kent  
Chief Coulson, King County Medic One  
Chief Padilla, Police Representative  
Chief Morris, Fire Representative

**VISITORS:** Chief Heitman, Renton Regional Fire Authority

**VCC STAFF:** Lora Ueland, Executive Director  
Vonnie Mayer, Deputy Director  
Kristin Meitzler, Technical Services Manager  
Tracy Fitzgerald, Administrative Services Assistant  
Melinda Wilde, Supervisor  
Gabby Ferreira, Public Records Specialist

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**Agenda Item: Welcome and Roll Call**

**Discussion:** None.

- Mayor Ekberg called the meeting to order at 1004 hours.
- A quorum was established.
- Mayor Ekberg requested a change to the agenda correcting the dates for voucher approval to December 8, 2021 through April 16, 2022.

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**Agenda Action Item: Approval of Meeting Minutes.**

**Presenter:** Mayor Ekberg

- Mayor Backus moved to approve the February 4, 2022 meeting minutes.
- Mayor Pavone seconded. Motion approved.

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**Agenda Item: Approval of Voucher and Payroll.**

**Presenter:** Mayor Ekberg

- Mayor Backus moved to approve the December 8, 2021 through April 16, 2022 vouchers and payroll.
- Mayor Pavone seconded. Motion approved.

**Agenda Item: Report from any Board Member.**

- None.
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**Agenda Item: Recognition.**

**Presenter:** Deputy Director Vonnie Mayer

Deputy Director Mayer announced the following recognitions:

- Lorrie Broming, COI – 25 years
- Misty Atkinson, COII – 20 years
- Whitney Vordahl, CTO/COI – 15 years
- Jennifer Holliday CTO/COI – 15 years
- Jeff Valdanbrini, COII – Employee of the Year 2021
- Angee Bunk, Operations Manager – Employee of the Quarter
- Jennifer Gildehaus, COII – WA State Telecommunicator of the Year 2021
- WA State Team of the Year 2020 – VCC Call Receivers, Dispatchers and Supervisors recognized by APCO for the SouthCenter Mall Riots of May 31, 2020

Director Ueland thanked the agencies for their support during Telecommunicator Week.

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**Agenda Item: Legislative Discussion.**

**Presenter:** Executive Director Ueland

- 988 Implementation: Director Ueland is involved in the implementation through three efforts: State – Crisis Response Improvement Strategy (CRIS) sub-committee member; King County: Model Crisis Response Choreography Project; and developing a pilot project of crisis counselors co-locating at VCC.
  - 911 Certification/SSB 5555 – Governor Inslee signed on March 31, 2022. Director Ueland intends to apply for the Certification Board and three VCC personnel have indicated interest. The Board will create and oversee certification for the training program.
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**Agenda Item: Report from Executive Director.**

**Presenter:** Executive Director Lora Ueland

- There were no questions or comments on the March monthly report included in the meeting packet.
- Director Ueland added a recruitment section to the monthly report and addressed current staffing efforts.
- Director Ueland stated a preliminary investigation into a CAD replacement is being discussed internally due to many challenges and age of the current system. Priorities of the system include resilience, nimbleness to advancing technology, remote access and functionality.
- Provided a timeline of the 2023/24 budget process.
- The Ops Board met on April 28<sup>th</sup> and approved a change to SOP 406 relating to 911 Open Lines.
- PSERN Operator Update:

- Tracy Plouse has accepted the Finance Manager position and will begin May 16<sup>th</sup> with PSERN.
  - Open recruitment for a Technical Operations Manager.
  - There will likely be a minor change to the ILA related to the funding model language.
  - Next meeting is May 26, 2022
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**Good of the Order.**

- Executive Director Ueland has submitted her application for the FirstNet Authority Board. This is a voluntary board position of 15 members of which 12 are appointed.
- Mayor Ekberg thanked Executive Director Ueland for her informative monthly reports and suggested she also distribute to SCORE.
- The next regular scheduled Administrative Board meeting will be on June 3, 2022.

**Meeting Adjourned at: 1050 hours.**

**Minutes submitted by:**

A handwritten signature in black ink that reads "Tracy Fitzgerald". The signature is written in a cursive, flowing style.

**Tracy Fitzgerald  
Administrative Services Assistant  
Valley Communications Center**