

Valley Communications Center Administration Board Meeting Minutes

August 5, 2022
Virtual Meeting Due to Covid-19

Meeting called by: Chairperson Mayor Ralph **Type of Meeting:** Monthly Meeting
Location: Virtual

MEMBERS: Chairperson Mayor Ralph, City of Kent
City Administrator David Cline, Proxy for Mayor Ekberg, City of Tukwila
Mayor Pavone, City of Renton
Chief Hwang, Proxy for Mayor Ferrell, City of Federal Way
Chief Padilla, Police Representative
Chief Morris, Fire Representative
Chief Coulson, King County Medic One

ABSENT: Mayor Backus, City of Auburn

VISITORS: Chief Thompson, Valley Regional Fire Authority
Chief Kiblinger, Black Diamond Police
Chief Wittwer, Tukwila Fire
Chief Schrimpsheer, Algona Police

VCC STAFF: Lora Ueland, Executive Director
Vonnie Mayer, Deputy Director
Kristin Meitzler, Technical Services Manager
Angee Bunk, Operations Manager
Tracy Fitzgerald, Administrative Services Assistant
Tatyana Bogush-Stakhov, Finance Manager
Evan Nelson, Training Manager
Melinda Wilde, Supervisor
Olivia Manu, Dispatcher
Meagan Boyett, Dispatcher

Agenda Item: Welcome and Roll Call

Discussion: None.

- Mayor Ralph called the meeting to order at 1000 hours.
- A quorum was established.
- Adjustments to Agenda regarding the budget presentation. This will be a discussion topic, however, the Board may opt to take action if desired. The 4th of July stats will be addressed in the Director's Report.

Agenda Action Item: Approval of Meeting Minutes.

Presenter: Mayor Ralph

- Mayor Pavone moved to approve the June 3, 2022, meeting minutes.
 - Tukwila City Administrator David Cline seconded. Motion approved.
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Agenda Action Item: Approval of Vouchers.

Presenter: Mayor Ralph

- Mayor Pavone moved to approve the 05/21/2022 through 07/21/2022 vouchers.
 - Tukwila City Administrator David Cline seconded. Motion approved.
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Agenda Item: Report from Board Members.

Presenter: All

- None.
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Agenda Item: Recognition.

Presenter: Deputy Director Vonnie Mayer

- Deputy Director Mayer introduced and congratulated the following VCC employees:
 - COII Meagan Boyett as Employee of the Quarter.
 - COII Olivia Manu with 15 years of service.
 - Operations Manager Angee Bunk for completing the Certified Public Safety Executive (CPE) program.
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Agenda Item: Legislative Discussion.

Discussion: All

- Mayor Ralph stated the Cities will lobby state representatives to pass safety-centric laws aimed at protecting the community.
 - At the September Admin Board meeting, there will be discussions about 2023 legislative priorities.
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Agenda Action Item: 2023/24 VCC Budget Presentation.

Presenter: Tatyana Bogush-Stakhov

- Tatyana presented an overview of the 2023/2024 VCC Budget included in the packet.
 - Kristin provided an overview of the Technical Services department and budget priorities supporting the need for additional staffing.
 - Mayor Ralph and the Board opted to take action at this meeting and Mayor Pavone moved to approve the budget as presented. David Cline seconded. Motion approved.
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Agenda Item: Report from Executive Director.

Presenter: Executive Director Lora Ueland

- There were no questions on the June monthly report included in the packet.
 - 988 went live July 16, 2022. As expected, there has not been any change in call volume or workflow. Director Ueland is on the Training and Credentialing sub-committee set up by HB1477.
 - VCC currently has an academy of 8 and is recruiting for another class to begin in the Fall. VCC has hired a former employee who will return to dispatch.
 - There were no questions regarding the 4th of July stats included in the packet.
 - PSERN Operator Update – A workshop was held July 11th to discuss the 2023 Operating Budget, Rate setting and Cost Allocation. At the July 28th meeting, the Operator Board approved policies regarding Project and Cash Management/Investment Services. The next meeting will be August 25, 2022.
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Good of the Order.

- The next regular meeting of the Administration Board will be on September 2, 2022.

Meeting Adjourned at: 1047 hours.

Minutes submitted by:



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