



MEETING MINUTES

MEETING: Valley Communications Center (VCC) Operating Board
LOCATION: VCC Board Room
DATE: Thursday, February 28, 2019

MEMBERS: Chairperson Hwang, *Federal Way Police*
Chief Pierson, *Auburn Police*
Chief Linton, *Tukwila Police*
Chief Padilla, *Kent Police*
Chief Thomas, *Des Moines Police (Police Contract Rep)*
Chief Church, *SKFR*
Chief Wittwer, *Tukwila Fire*
Chief Marshall, *Renton RFA*
Chief Swearingen, *VRFA*
AC Tomlinson, *PSRFA, Proxy for Chief Morris*
Chief Keller, *KC Medic One*

ABSENT: Chief Van Valey, *Renton Police*

VISITORS: DC Barlow, *Mountain View Fire & Rescue*
AC Pennington, *SKFR*
Chief Fehr, *Enumclaw Fire*
Chief Krimmert, *Vashon Fire*
Kimberly Nuber, *PSERN*

VCC STAFF: Lora Ueland, *Executive Director*
Vonnie Mayer, *Deputy Director*
Tatyana Bogush-Stakhov, *Finance Manager*
Mary Sue Robey, *Administrative Services Manager*
Tracy Fitzgerald, *Administrative Services Assistant*
Kristin Meitzler, *Technical Services Manager*
Sean Morrow, *Human Resources Manager*

Welcome and Introductions. Chief Hwang called the meeting to order at 0931 welcoming all. Introductions were made around the room.

Changes to Agenda. None.

Report from Chair. None.



Report from any Member. Chief Church announced his retirement effective December 31, 2019. Assistant Chief Pennington will be the Chief of South King Fire and Rescue beginning January 1, 2020.

Director's Report. There were no questions regarding information in the February brief.

Report from Executive Director.

PSERN Update. Kimberly Nuber provided the members with an update on the PSERN project. The estimated date of completion is February 2022 with radio deployment scheduled for December 2020. Agencies were reminded to submit their radio inventories. Director Ueland will email a list of outstanding inventories and will include Ms. Nuber's contact information. Note: Agencies may visit PSERN.org for basic information on BDS requirements.

Telecommunicator Week. Public Safety Telecommunicator Week is April 14th – 20th. During the week of celebration, VCC will have drawings, games and prizes for our Com room staff. Agency hats, apparel and mugs are always appreciated if anyone has any they would like to donate.

Action Items:

Finance Committee Election. Chief Church nominated Chief Thomas for the Finance Committee Contract Representative. Chief Keller seconded. Motion unanimously approved.

Chief Church nominated Chief Van Valey for the Finance Committee Police Representative. Chief Wittwer seconded. Motion unanimously approved. Chief Hwang nominated Chief Pierson as an alternate should Chief Van Valey be unable to accept. Chief Church seconded. Motion unanimously approved.

Renumbering of Fire Apparatus. *Chief Marshall moved to establish Renumbering of Fire Apparatus as a VCC project and to place it in the workplan before the Closest Unit Dispatch project. Chief Church seconded. Motion approved.*

Aid Dispatch on Police Emergencies. The proposal to dispatch BLS units automatically to police Code 2 & 3 and confirmed emer activations was reviewed by a committee of VCC dispatchers and the change in policy was not supported. Director Ueland requested the Board consider the proposal withdrawn. The Board unanimously agreed.

Approval of Meeting Minutes. *Chief Church moved to approve the November 29th, 2018 meeting minutes. Chief Thomas seconded the motion. Motion approved.*

Voucher and Payroll Approval. *Chief Padilla read claims check numbers 29083 through 29317 in the amount of \$2,045,254.94 for the period of 11/15/2018 through 02/07/2019. E- Pay numbers 2018-104 through 2019-016 in the amount of \$1,130,726.56 for the period of 11/09/2018 through 02/08/2019. Payroll in the amount of \$2,939,582.41 for the period of 11/01/2018 through 02/15/2019. Chief Pierson moved to approve. Chief Padilla seconded. Motion approved.*



Good of the Order.

The next scheduled meeting of the Operating Board is March 28th, 2019.

With no further business, Chief Hwang adjourned the meeting at 1010 hours.

Respectfully Submitted,

Tracy Fitzgerald

Tracy Fitzgerald
Administrative Services Assistant

