



## MEETING MINUTES

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MEETING: Valley Communications Center (VCC) Operating Board  
LOCATION: VCC Board Room  
DATE: Thursday, September 26<sup>th</sup>, 2019

MEMBERS: Chief Hwang, *Federal Way Police*  
Commander Rossi, *Proxy for Chief Linton, Tukwila Police*  
Chief Pierson, *Auburn Police*  
Chief Padilla, *Kent Police*  
Chief Thomas, *Des Moines Police (Police Contract Rep)*

ABSENT: Chief Morris, *Puget Sound RFA*  
Chief Wittwer, *Tukwila Fire*  
Chief Church, *SKFR*  
Chief Marshall, *Renton RFA*  
Chief Keller, *KC Medic One*  
Chief Swearingen, *VRFA*  
Chief Van Valey, *Renton Police*

VISITORS: Chief Schrimpsheer, *Algona Police*  
Kimberly Nuber, *PSEARN*

VCC STAFF: Lora Ueland, *Executive Director*  
Kristin Meitzler, *Technical Services Manager*  
Tatyana Bogush-Stakhov, *Finance Manager*  
Tracy Fitzgerald, *Administrative Services Assistant*  
Evan Nelson, *Training Manager*  
Denese Moore, *Supervisor II*  
Sheryl Kowalczyk, *Supervisor II*

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

**Changes to Agenda.** None.

**Action Items:**

**Approval of Meeting Minutes and Vouchers.** The approval of the August 22<sup>nd</sup>, 2019 Ops Board meeting minutes and the August Voucher approval were tabled due to lack of quorum.



2- **Report from Chair.** None.

**Report from any Member.** None.

**Report from PSERN project.** Kimberly Nuber provided an update including changes to the schedule and a new secure website for updated information and trainings: <https://psern.org/register>

**Report from Committees.**

**PD Patrol Commanders.** VCC Supervisor Kowalczyk reported the Patrol Commanders discussed a proposal that toned calls stay on Primary and the impact to VCC. Director Ueland requested an agenda report be submitted in advance of requesting action from the Ops Board.

A brief discussion ensued regarding encryption and scanners in the community. Technical Services Manager Meitzler will follow up with the Regional Communications Board (RCB) as to encryption options and report back to the Ops Board members.

**FD Z3 Ops Chiefs.** VCC Supervisor Moore reported the Z3 Chiefs discussed a recommendation from King County Ops Chiefs regarding the use of drone's and adding a UAS unit as a resource.

Complex Coordinated Terrorist Attack will hold a Command and Incident Control training on October 16<sup>th</sup>, 2019 at Emerald Downs.

**VCC Tech User Group.** The September meeting was canceled.

**Report from Executive Director.**

**Written Report.** There were no questions regarding information in the September brief.

**Funding Task Force.** The Funding Task Force (Finance, Police and Fire) will meet October 3<sup>rd</sup>, 2019.

**Meetings Review and Preview.** The Admin Board met on September 13<sup>th</sup>, 2019 and adopted the mid-biennial budget amendment. The next meeting will be held on October 4<sup>th</sup>, 2019 which will include a presentation by BDS and discussion regarding the governance of the Administrative Board and structure of the Ops Board.

The next Ops Board is October 17<sup>th</sup>, rescheduled to accommodate a fire conference. The November/December meetings will be combined and held on December 5<sup>th</sup>, 2019. It will be Chief Hwang's last meeting as Chair.

VCC Technical staff will be attending Patrol Commander and Zone 3 Chief monthly meetings to provide technical input and awareness of potential projects being discussed.

**Project Updates.** The project updates were included in the packet.



CAD Go-Live was successfully completed September 18<sup>th</sup>. Director Ueland thanked VCC Tech Services and Com Room Staff as well as all the agency personnel who contributed to a successful upgrade.

**Good of the Order.**

The next scheduled meeting of the Operating Board is October 17<sup>th</sup>, 2019.

With no further business, Chief Hwang adjourned the meeting at 1036 hours.

Respectfully Submitted,



Tracy Fitzgerald  
Administrative Services Assistant

