



MEETING AGENDA

MEETING: Valley Communications Center (VCC) Operations Board
LOCATION: VCC Board Room - 27519 108th Ave SE, Kent, WA
DATE & TIME: Thursday, November 29th, 2018 at 0930 hours

If an item is in bold type, related documents follow the agenda

1. Introductions
2. Additions or changes to the agenda
3. **VCC Strategic Report Presentation and Recommendation – BDS Planning**
4. **Operations Board Composition Recommendation – BDS Planning**
5. Recognition
6. Report from the Chair
7. Report from any Member
8. **Report from Director**
 - a. PSERN Update - Kimberly Nuber, PSERN Project
 - b. **Director's Written Report**
 - c. **Storm Procedure Training Report – Denese Moore, Sup II**
 - d. Tablet Command
9. Action Items
 - a. **Automatic Aid Dispatch for Police Emergencies**
 - b. **Approval of the September 27, 2018 meeting minutes**
 - c. **Voucher and payroll approval September - November**
10. Next scheduled meeting – January 24th, 2019
11. Adjourn

Police Chiefs and Zone 3 Fire Chiefs meet following this meeting.





MEETING MINUTES

MEETING: Valley Communications Center (VCC) Operating Board
LOCATION: VCC Board Room
DATE: Thursday, September 27, 2018

MEMBERS: Chairperson Hwang, *Federal Way Police*
Chief Pierson, *Auburn Police*
Commander Rossi, *Tukwila Police, Proxy for Chief Linton*
Chief Padilla, *Kent Police*
Chief Milosevich, *Renton Police*
Chief Thomas, *Des Moines Police (Police Contract Rep)*
DC Swearingen, *Proxy for Administrator Robertson, VRFA*
AC Pennington, *Proxy for Chief Church, SKFR*

ABSENT: Chief Marshall, *Renton RFA*
Chief Morris, *Puget Sound RFA*
Chief Wittwer, *Tukwila Fire*

VISITORS: DC Barlow, *Mountain View Fire & Rescue*
AC Kasner, *Kent Police*
Kimberly Nuber, *PSERN*
Nicole Jackson, *Motorola*
Ken Winward, *Motorola*
Matthew Busa, *Motorola*

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*
Justina Hanquet, *Training Assistant*
Evan Nelson, *Training Manager*
Denese Moore, *Supervisor*
Jeremy Vanek, *Supervisor*
Tara Massey, *CTO Dispatcher*

Welcome and Introductions. Chief Hwang called the meeting to order at 0930 welcoming all. Introductions were made around the room.

Changes to Agenda. None.



Recognition. Director Ueland presented Chief Milosevich with a plaque thanking him for his years of service on the Ops Board and congratulated him on his retirement.

Deputy Director Mayer recognized Training Assistant Justina Hanquet for her 20 years of dedicated service to Valley Com. She also recognized COII Kristi Smith for her 20 years of service. Ms. Smith was not able to attend the meeting however, she sent a note which Mary Sue Robey read to the Board.

Operations Manager Bunk recognized APCO winners COII CTO Tara Massey and Supervisor Denese Moore. Dispatcher Massey received the Washington APCO Telecommunicator of the Year for Sustained Superior Performance and Supervisor Denese Moore received the APCO International Award for Line Supervisor of the Year.

Report from Chair. Chief Hwang congratulated Chief Milosevich on his retirement.

Report from any Member. None.

Report from Executive Director.

PSERN Update. Division Deputy Director of the PSERN project Kimberly Nuber provided the Operations Board with a brief project update. Ms. Nuber will attend the Ops Board meetings every other month. She reminded agencies old radios must be turned in prior to receiving a new radio. She requested agencies email her with their training contacts and radio counts by March 2019.

Director's Report. Director Ueland will be including a written report with future meeting packets providing a brief update prior to the Operations Board meetings. There were no questions regarding information in the September brief.

Emergency Communications Center. APCO International introduced a new name for 911 Centers that recognizes the shift from traditional 911 to the Next Generation 911 services we will soon be using. Valley Com will be socializing the new name and transitioning over time in messaging and documentation.

VCC Strategic Plan. Director Ueland provided a brief update on the Strategic Plan which is now in the implementation planning phase.

Ops Board Composition Recommendation. There were not enough Fire and Medic One members present to discuss the work groups recommendation to add Medic One as an independent member of the Ops Board. The topic was tabled until the October meeting.

After Action Report. In addition to the After Action Report included in the Operations Board packet, Director Ueland highlighted the resourcefulness, dedication and professionalism of VCC staff during the multiple high priority fires on August 19th.

Action Items:



Approval of Meeting Minutes. Chief Thomas moved to approve the July 26th, 2018 meeting minutes. Chief Padilla seconded the motion. Motion approved.

Voucher and Payroll Approval. Chief Padilla moved to approve claims check numbers 28769 through 28915 in the amount of \$1,002,293.39 for the period of 07/20/2018 through 09/06/2018. E- Pay numbers 2018-067 through 2018-075 in the amount of \$536,026.41 for the period of 06/16/2018 through 07/10/2018. Payroll in the amount of \$1,559,462.29 for the period of 07/16/2018 through 09/15/2018. Chief Pierson seconded. Motion approved.

Good of the Order. Deputy Director Mayer introduced newly promoted VCC Training Manager Evan Nelson and Supervisor Jeremy Vanek.

The next scheduled meeting of the Operating Board is October 18, 2018.

With no further business, Chief Hwang adjourned the meeting at 1005 hours.

Respectfully Submitted,

Tracy Fitzgerald
Administrative Services Assistant

