



## MEETING MINUTES

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MEETING: VCC Administration Board Meeting  
LOCATION: Virtual Meeting due to COVID-19  
DATE: Friday, March 5, 2021

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

VISITORS: Chief Wittwer, *Tukwila Fire*  
Chief Smith, *Mountain View Fire*  
Chief Kiblinger, *Black Diamond Police*  
Chief Schrimpsheer, *Algona Police*  
Chief Heitman, *Renton RFA*  
Chief Crossen, *SKF&R*  
George Nissan, *Motorola Account Executive*

VCC STAFF: Lora Ueland, *Executive Director*  
Vonnie Mayer, *Deputy Director*  
Kristin Meitzler, *Technical Services Manager*  
Mary Sue Robey, *Administrative Services Manager*  
Evan Nelson, *Training Manager*  
Tracy Fitzgerald, *Administrative Services Assistant*  
Melinda Wilde, *Supervisor*  
Tatyana Bogush-Stakhov, *Finance Manager*

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**Welcome and Introductions.** Chairperson Mayor Ralph called the meeting to order at 1002 welcoming all attendees.

**Report from Chair.** Mayor Ralph thanked VCC for the continued professionalism and dedication provided to the citizens.

**Report from Any Member.** None



**Action Items.** *Mayor Backus moved to approve the minutes of the January 8, 2021 meeting. Mayor Ferrell seconded. Motion approved.*

*Mayor Backus moved to approve the November 28, 2020 through February 9, 2021 vouchers and payroll. Mayor Ferrell seconded. Motion approved.*

**Service Level Agreements.** *Mayor Backus moved to authorize VCC to execute the Service Level Agreements as approved by the VCC Operations Board. Mayor Ekberg seconded. Motion approved.*

**Recognition.** Deputy Director Mayer introduced Supervisor Melinda Wilde and thanked her for 25 years of dedicated service to Valley Com. She also recognized Supervisor Mark Elliott as Employee of the Quarter and COI Patty Hadley and COII Terri Howell for their 20 years of service. Mark, Patty and Terri were unable to attend today's meeting.

Director Ueland announced Deputy Director Vonnie Mayer as VCC 2020 Employee of the Year.

**911 Public Safety Professionals Proclamation.** Director Ueland asked the city Mayors to write proclamations as a symbolic action to recognize 9-1-1 Call Receivers and Dispatchers as Public Safety Professionals. Mayors Backus and Ralph will write proclamations for VCC in celebration of National Public Safety Telecommunicator Week April 11<sup>th</sup> – 17<sup>th</sup>.

**Report from Executive Director.** There were no questions on the February Director's report.

Director Ueland stated the first meeting of the PSERN Board of Directors will be held on March 25, 2021. The PSERN Board of Directors includes members from EPSCA, Fire and Police Representatives, King County, City of Seattle and Lora Ueland will represent VCC.

**Good of the Order.** Deputy Director Mayer provided an update on the COVID-19 vaccine availability.

The next scheduled meeting of the Administration Board is Friday, April 2<sup>nd</sup>, 2021.

With no further business, Mayor Ralph adjourned the meeting at 1032 hours.

Respectfully submitted,



Tracy Fitzgerald, Administrative Services Assistant

