

Administration Board Meeting Minutes

May 14, 2021
Virtual Meeting Due to Covid-19

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

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 Kiblinger, Black Diamond Police
David Mendel, PSERN
George Nissan, Motorola Account Executive
Deb Flewelling, King County E-911 Program Office
Deputy Chief Lund, Tukwila Police
Chief Wittwer, Tukwila Fire

VCC STAFF: Lora Ueland, Executive Director
Vonnie Mayer, Deputy Director
Kristin Meitzler, Technical Services Manager
Mary Sue Robey, Administrative Services Manager
Tatyana Bogush-Stakhov, Finance Manager
Tracy Fitzgerald, Administrative Services Assistant
Jeff Moline, Records Specialist
Cassie Salwey, Records Specialist
Colin Mills, Supervisor

Agenda Item: Welcome and Roll Call

Discussion: None.

- Chairperson Mayor Ralph called the meeting to order at 1008 hours.
- A quorum was established.
- There were no changes to the agenda.

Agenda Action Item: Approval of Meeting Minutes.

Presenter: Mayor Ralph

- Mayor Ekberg moved to approve the April 2, 2021 meeting minutes.
 - Mayor Pavone seconded. Motion approved.
-

Agenda Item: Approval of Voucher and Payroll.

Presenter: Mayor Ralph

- Mayor Backus moved to approve the January 23, 2021 – April 13, 2021 vouchers and payroll.
 - Mayor Pavone seconded. Motion approved.
-

Agenda Item: Report from Chair.

Presenter: Mayor Ralph

- Mayor Ralph stated Law Enforcement Appreciation and Memorial week is May 9th – 15th.
-

Agenda Item: Report from any Member.

Discussion: None.

Agenda Item: Recognition.

Presenter: Deputy Director Vonnie Mayer.

- Colin Mills, Supervisor – 20 years of service
 - Veronica Arrants, Supervisor – 20 years of service
 - John Smith, COII / Dispatcher – 20 years of service
 - Jeff Valdanbrini, COII / Dispatcher and Union President – Employee of the Quarter

 - Director Ueland reported on the exceptional service provided by VCC staff during the May 1 SouthCenter Mall shooting. The on-duty staff of 26 did an excellent job handling the multiple callers, obtaining details and dispatching units while continuing to answer and process unrelated calls for service
 - Public Service Recognition Week was May 2nd – 8th. VCC Public Records Specialists Cassie Salwey and Jeff Moline were recognized.
-

Agenda Item: Legislative Topics.

Presenter: Mayor Ralph

- Topic will be on agenda going forward.
 - Mayor Ralph shared the list of Social and Criminal Justice reform items currently being reviewed.
 - Chief Padilla discussed several of the changes the legislation brings. Police Chiefs and VCC are meeting next week to operationalize the changes.
-

Agenda Item: Report from Executive Director.

Presenter: Executive Director Lora Ueland

- SLAs were sent out in April. All but 5 have been fully executed.
- 911 Call Answering standards – briefed the Board on the NENA 911 call standards and processing time metrics. Stats will be evaluated monthly.
- PSERN Operator – PSERN Operator Board of Directors met April 22, 2021. Agenda items including recruitment for Executive Director and liability insurance options.

- PSERN Joint board - Radio coverage testing began May 3, 2021 and will continue for the next 6 months.
 - VCC earned the Distinguished Budget Presentation Award for fiscal year 2021 and a certificate of recognition for budget preparation by the Government Finance Officers Association.
-

Good of the Order.

- The June 4, 2021 Administration Board meeting is cancelled.
- Due to the 4th of July holiday, the next meeting of the Administration Board will be held July 9, 2021.

Meeting Adjourned at: 1111 hours



Minutes submitted by:

Tracy Fitzgerald, Administrative Services Assistant, VCC