



## MEETING MINUTES

---

MEETING: VCC Administration Board Meeting  
LOCATION: Virtual Meeting due to COVID-19  
DATE: Friday, September 4<sup>th</sup>, 2020

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*

VISITORS: Chief Wittwer, *Tukwila Fire*  
David Mendel, *PSE&N Project Director*

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*  
Evan Nelson, *Training Manager*  
Cassie Salwey, *Public Records Specialist*  
Melinda Wilde, *Supervisor I*  
Sari Beerbower, *Communications Officer II*

---

**Welcome and Introductions.** Chairperson Mayor Ralph called the meeting to order at 1003 hours welcoming all attendees.

**Report from Chair.** None

**Report from Any Member.** None

**Action Items.** Mayor Backus moved to approve the minutes of the July 10, 2020 meeting. Mayor Ferrell seconded. Motion approved.  
The attendees in the minutes were amended on November 6, 2020 to reflect Mayor Ferrell's presence.



*Mayor Backus moved to approve the May 23, 2020 through August 20, 2020 vouchers. Mayor Ferrell seconded. Motion approved.*

**Recognition.** Deputy Director Mayer presented a service award to COII Sari Beerbower (15 years) in recognition of her dedicated and continuous service to Valley Com. In addition, she acknowledges COII Sari Beerbower who received Employee of the 2<sup>nd</sup> Quarter 2020. She also acknowledged COI Alison George and COII Chancli Conaway for 15 years of service to Valley Com and Sup I Steve Kowalczyk for 30 years of service to Valley Com. Alison George, Chancli Conaway and Steve Kowalczyk were unable to attend today's meeting.

**2021/22 Budget Presentation.** Finance Manager Tatyana Bogush-Stakhov reviewed the 2021-2022 Biennial Budget PowerPoint presentation with the Board. *Mayor Backus moved to adopt the 2021-2022 Biennial Budget (Option 2). Mayor Eckberg seconded. Motion approved.*

**Non-Profit Status and ILA Update.** Director Ueland reported VCC Attorney Tom Brubaker provided the City Attorney's with the information regarding Non-Profit Status. The consensus being the non-profit status is acceptable, assuming the ILA maintains the current governing structure. Director Ueland recommends deferring this decision until the ILA revision is complete and presented to the Board later this year. At that time the ILA can be updated as if to include non-profit status in order to see the impacts. The Board agreed with this plan of action.

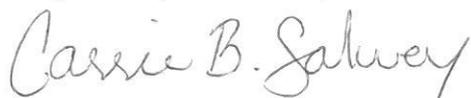
**Report from Executive Director.** none

**Good of the Order.**

The next scheduled meeting of the Administration Board is Friday, October 2, 2020.

With no further business, Mayor Ralph adjourned the meeting at 1026 hours.

Respectfully submitted,



Cassie B. Salwey, CPRO

