

Administration Board Meeting Minutes

September 10, 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 Pavone, City of Renton
Mayor Ferrell, City of Federal Way
Chief Padilla, Police Representative
Chief Keller, King County Medic One

ABSENT: Mayor Ekberg, City of Tukwila
Chief Morris, Fire Representative

VISITORS: Chief Heitman, Renton Regional Fire Authority
Chief Pennington, South King Fire & Rescue
Chief Schrimpsheer, Algona Police
Chief Smith, Mountain View Fire & Rescue
Chief Wittwer, Tukwila Fire
Chief Thompson, Valley Regional Fire Authority
David Mendel, PSERN Project Director

VCC STAFF: Lora Ueland, Executive Director
Vonnie Mayer, Deputy Director
Angee Bunk, Operations Manager
Kristin Meitzler, Technical Services Manager
Mary Sue Robey, Administrative Services Manager
Evan Nelson, Training Manager
Tatyana Bogush-Stakhov, Finance Manager
Tracy Fitzgerald, Administrative Services Assistant
Amy Leaitu, HR Analyst
Cassie Salwey, Public Records Specialist

Agenda Item: Welcome and Roll Call

Discussion: None.

- Chairperson Mayor Ralph called the meeting to order at 1003 hours.
- A quorum was established.
- There were no changes to the agenda.

Agenda Action Item: Approval of Meeting Minutes.

Presenter: Mayor Ralph

- Mayor Backus moved to approve the July 9, 2021 meeting minutes.
- Mayor Pavone seconded. Motion approved.

Agenda Item: Approval of Voucher and Payroll.

Presenter: Mayor Ralph

- Mayor Backus moved to approve the May 29, 2021 through August 10, 2021 vouchers and payroll.
 - Mayor Ferrell seconded. Motion approved.
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Agenda Item: Report from Chair.

Presenter: Mayor Ralph

- Main focus has been on staffing issues and legislature. She stated it is her hope to keep working together on keeping communities safe.
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Agenda Item: Report from any Member.

Discussion: None.

Agenda Item: Recognition.

Presenter: Deputy Director Vonnie Mayer

- Leslie Ann Thompson, COI / Call Receiver – 25 years of service
- Matt Conneway, Supervisor – 20 years of service
- Rebecca Boman, COI / Call Receiver – 20 years of service

Mayor Ralph extended her gratitude and thanked them for their service to the community.

Agenda Item: Budget Review.

Presenter: Finance Manager Tatyana Bogush-Stakhov

- Mayor Pavone moved to adopt Resolution 136 amending the 2021-2022 Biennial Budget as discussed in staff's report and set forth in Exhibit A to the Resolution.
 - Mayor Backus seconded. Motion approved.
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Agenda Item: Legislative Topics.

Presenter: Mayor Ralph

- The Board briefly discussed the recent meetings held to operationalize the legislative reforms.
 - Mayor Pavone recommended inviting Representative David Hackney in upcoming meeting of Mayors and Legislators.
 - City of Auburn has reached out to its community via survey to ask how safe they feel.
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 - Chief Padilla will share draft language the Chiefs are working on to changes in the new House bills.
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Agenda Item: Report from Executive Director.

Presenter: Executive Director Lora Ueland

- Reviewed current staffing situation and recruitment efforts.
 - Introduced developing contingency plan options to protect the core mission of answering and dispatching 911 calls with a reduced workforce.
 - PSERN Operator Update
 - Hired Executive Director Michael Webb with a start date of November 1.
 - Selected Pacifica Law Group/Deanna Gregory to represent PSERN Operator Board.
 - Next step is to hire Administrative staff and working on developing a Purchasing Policy.
 - Next PSERN Operator Board of Directors is September 23.
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Good of the Order.

- The next regular scheduled Administrative Board meeting will be on October 1st, 2021 and will be remote. The VCC Development Authority meeting will be held prior to the Admin Board meeting.

Meeting Adjourned at: 1051 hours.

Minutes submitted by:

A handwritten signature in black ink that reads "Tracy Fitzgerald". The signature is written in a cursive, flowing style.

**Tracy Fitzgerald
Administrative Services Assistant
Valley Communications Center**