



MEETING MINUTES

MEETING: Valley Communications Center (VCC) Operating Board
LOCATION: VCC Board Room
DATE: Thursday, February 27, 2020

MEMBERS: Chairperson Chief Marshall, *Renton RFA*
Chief Hwang, *Federal Way Police*
Chief Linton, *Tukwila Police*
Chief O'Neil, *Auburn Police*
Chief Padilla, *Kent Police*
Chief VanValey, *Renton Police*
Chief Keller, *KC Medic One*
Chief Swearingen, *VRFA*
Chief Morris, *Puget Sound RFA*
Chief Thomas, *Des Moines Police (Police Contract Rep)*
Chief Wittwer, *Tukwila Fire*
Chief Krimmert, *Vashon Fire (Fire Contract Rep)*

VISITORS: Chief Schrimpsheer, *Algona Police*
Captain Root, *Puget Sound Fire*
Firefighter Leary, *Puget Sound Fire*
Firefighter Conroy, *Puget Sound Fire*
Firefighter Duarte, *Puget Sound Fire*
Deb Flewelling, *KC E-911 Program Office*

VCC STAFF: Vonnie Mayer, *Deputy Director*
Mary Sue Robey, *Administrative Services Manager*
Kristin Meitzler, *Technical Services Manager*
Tatyana Bogush-Stakhov, *Finance Manager*
Angee Bunk, *Operations Manager*
Tracy Fitzgerald, *Administrative Services Assistant*
Sheryl Kowalczyk, *Supervisor II*
Denese Moore, *Supervisor II*
Laura Blechen, *Technical Project Administrator*
Jason Gardner, *CO II/Dispatcher*
Meggin Gardner, *COII/Dispatcher*

Welcome and Introductions. Chief Marshall called the meeting to order at 0931. Introductions were made around the room. A quorum was established.



Changes to Agenda. None.

Report from Chair. None.

Report from any Member. None.

Action Items:

Approval of Meeting Minutes. *Chief Wittwer moved to approve the December 5, 2019 meeting minutes. Chief VanValey seconded the motion. Motion approved.*

Voucher and Payroll Approval. Chief VanValey read claims check numbers 30012 through 30215 in the amount of \$1,198,129.53 for the period of 11/14/2019 through 02/11/2020, E-Pay numbers 2019-110 through 2020-013 in the amount of \$929,432.68 for the period of 11/22/2019 through 01/31/2020 and payroll in the amount of \$2,788,451.12 for the period of 11/16/2019 through 02/15/2020. *Chief Linton moved to approve. Chief Padilla seconded. Motion approved.*

Recognition. Puget Sound Fire Chief Morris and Public Information Officer Captain Root recognized COII/Dispatcher Meggin Gardner for her professionalism and compassion by going above and beyond after dispatching a vehicle fire. When Meggin found out the fire victim lost everything, she gathered her own personal items and brought them to the fire station for donation. This act of kindness is not unusual for Meggin and she is dedicated to the public service.

Approval to Add Fire Station Expansion Proposal to VCC Project Plan. Supervisor II Denese Moore provided a project proposal to expand the run card station depth and the number of stations dependent on the functionality testing. She requested approval to authorize Valley Com to add the fire station expansion proposal to the project plan. *Chief Morris moved to add the proposal to the VCC project plan. Chief Swearingen seconded. Motion approved.*

Report from Deputy Director. Executive Director Ueland is on vacation and designated duties to Deputy Director Mayer during her absence.

Written Report. There were no questions regarding the information in the February Deputy Director's Report.

Deputy Director Mayer thanked Chief Morris and the Puget Sound Fire crew for attending today's meeting and recognizing COII/Dispatcher Meggin Gardner.

Deputy Director Mayer reported the following VCC employees were recognized at the Administration Board on February 7, 2020 for their years of service:
Network Administrator Hope Bourne (15 years), COI Karen Hanson (15 years), Information Security Officer Tony Toppano (20 years) and COII Cathleen Robertson (30 years). In addition, she shared that COII CeCe McGuire was named Employee of the 4th Quarter 2019.



Budget. VCC is developing the 2021/2022 budget. A budget strategy meeting with the Finance Committee is scheduled for April 20 and agencies are asked to submit projects that will impact VCC including annexations and new staffing to Executive Director Ueland by March 20th.

Telecommunicator Week. The National Public Safety Telecommunicator Week is April 12th to April 18th. Agencies that would like to donate any swag or cards should contact Tracy Fitzgerald.

VCC Technical User Group Update.

Technical Services Manager Kristin Meitzler reported MobileCOM and Maverick Map issues have been discovered involving limited access roadways, overrides, and modifiers not working on freeway responses. The plan is to roll out the new map in MobileCOM to field units and keep VCC dispatch on the old map. VCC will work with agency IT departments to ensure it is working correctly. Due to these issues, the April 1 date for the Closest Unit Dispatch pilot isn't going to be met. VCC will coordinate with the Zone 3 CUD subcommittee in developing a new schedule.

Technical Project Administrator Laura Blechen demonstrated ESRI software being used internally and the dashboard options for agencies. Although not yet an external project, VCC would like feedback on content and functionality to develop future options.

Zone 3 Ops Chiefs. There were no questions on the report included in the packet.

Patrol Commanders. Operations Manager Angee Bunk answered questions regarding PSERN encryption and provided an update on the new Tone and Stay policy which starts April 1.

Round table. Chief Padilla stated Kent PD is looking at SPIDR Tech software that interfaces with CAD. The software electronically provides information to pre-determined callers and has a survey mechanism to solicit feedback on the quality of service provided.

Good of the Order.

The next scheduled meeting of the Operating Board is Thursday, April 23, 2020.

With no further business, Chief Marshall adjourned the meeting at 1031 hours.

Respectfully Submitted,



Tracy Fitzgerald



