

# Operating Board Meeting Minutes

June 24, 2021  
Virtual Meeting Due to Covid-19

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**Meeting called by:** Chairperson Chief Padilla      **Type of Meeting:** Bi-Monthly Meeting  
**Location:** Valley Com

**MEMBERS:** Chairperson Chief Padilla, Kent Police  
Chief Pennington, SKF&R  
Chief Schuldt, Renton Police  
Chief Drever, Tukwila Police  
Chief Keller, KC Medic One  
Chief Morris, Puget Sound RFA  
Chief Wittwer, Tukwila Fire  
Chief Hwang, Federal Way Police  
Chief Swearingen, VRFA  
Chief Gunsolus, Proxy for Chief Heitman, Renton RFA

**VISITORS:** Chief Smith, Mountain View Fire  
Chief Schwartz, Pacific Police  
Chief Crossen, SKF&R  
Chief Hicks, KCFD 20  
Assistant Chief Callier, Auburn Police  
DC Thompson, VRFA  
Matt Riesenberg, Medic One  
DC DeSmith, Renton RFA  
Kimberly Nuber, PSERN Project Director  
David Mendel, PSERN Project Director  
Deb Flewelling, KC E-911 Program Office  
Michele Plorde, KC EMS  
Helen Chatalas, KC EMS  
Rick Marshall, Member of the Public  
FF Strong, VRFA  
FF Kuzaro, VRFA

**ABSENT:** Chief Krimmert, Vashon Fire (Fire Contract Rep)  
Chief O'Neil, Auburn Police  
Chief Thomas, Des Moines Police (Police Contract Rep)

**VCC STAFF:** Lora Ueland, Executive Director  
Vonnie Mayer, Deputy Director  
Kristin Meitzler, Technical Services Manager  
Angee Bunk, Operations Manager  
Tatyana Bogush-Stakhov, Finance Manager  
Evan Nelson, Training Manager  
Tracy Fitzgerald, Administrative Services Assistant  
Sheryl Kowalczyk, Supervisor II  
Denese Moore, Supervisor II  
Melinda Wilde, Supervisor

**Agenda Item: Welcome and Roll Call**

**Discussion:** None.

- Chairperson Chief Padilla called the meeting to order at 0931 hours.
  - A quorum was established.
  - There were no changes to the agenda.
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**Agenda Action Item: Approval of Meeting Minutes.**

**Discussion:** As below.

**Presenter:** Chief Padilla

- Chief Schuldt moved to approve the April 22, 2021 meeting minutes.
  - Chief Drever seconded. Motion approved.
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**Agenda Item: Approval of Voucher and Payroll.**

**Presenter:** Chief Schuldt read claims check numbers 31069 through 31204 in the amount of \$608,086.15 for the period of 04/14/2021 through 06/09/2021. E-Pay numbers 2021-042 through 2021-081 in the amount of \$971,295.15 for the period of 03/13/2021 through 05/28/2021. Payroll in the amount of \$1,764,716.24 the period of 04/01/2021 through 05/31/2021.

- Chief Wittwer moved to approve the voucher and payroll as read.
  - Chief Hwang seconded. Motion approved.
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**Agenda Item: Report from Chair.**

- Chief Padilla will address legislative updates and impacts later in this meeting.
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**Agenda Item: Report from any Member.**

**Discussion:** None.

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**Agenda Item: PSERN Project Update.**

**Discussion:** None.

**Presenter:** Project Director Kimberly Nuber

- Ms. Nuber provided a PSERN project update and schedule status.
  - Site construction completion targeted for September 2021. End project completion date moved to March 2023.
  - Radio deployment updates can be found at [psern.org/radio-deployment-transition/](http://psern.org/radio-deployment-transition/)
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**Agenda Item: Legislative Impact Update Report.**

**Discussion:** Chief Padilla led a discussion on the legislative bills passed regarding police reform, most of which take effect July 25, 2021 and the impacts to Police, Fire and Valley Com. Police Chiefs will have further discussion at a July 7<sup>th</sup> meeting. Any changes to Valley Com's call processing policies because of the legislative action will be at the direction of the Board.

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**Agenda Item: Report from Executive Director.**

**Discussion:** Information

**Presenter:** Executive Director Lora Ueland

- Director Ueland provided additional information on the new monthly report that will be included in the Ops board meeting packets. The new report will include call volume stats, incidents processed, fire call processing times, quality assurance, projects and initiatives, and staffing levels and significant events that occurred in the month. If there is additional information the Board wishes to include, contact Director Ueland.
- Director Ueland provided a briefing on the PSERN Operator Board of Directors activities. The focus to date has been recruiting and hiring an Executive Director.

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**Agenda Item: Zone 3 Ops Chiefs Report.**

**Discussion:** Information

**Presenter:** All

- There were no questions regarding the Z3 Ops report included in the packet.
- **Action Item.**  
*Chief Pennington moved to approve the addition of mutual aid stations to CAD. Chief Keller seconded. Motion approved.*

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**Agenda Item: Patrol Commander Report.**

**Discussion:** None

**Presenter:** None

- The June Patrol Commanders Meeting was cancelled.

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**Agenda Item: Good of the Order.**

**Discussion:** Information

**Presenter:** All

- Chief Swearingen announced his retirement the end of August and thanked the Board for their support. DC Thompson has been appointed as the new Chief for VRFA.
- Administration Board will meet on July 9, 2021.
- Next meeting for Operating Board is Thursday, August 26, 2021.

**Meeting Adjourned at:** 1047 hours



**Minutes submitted by:**

**Tracy Fitzgerald, Administrative Services Assistant, VCC**