



## MEETING MINUTES

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MEETING: Valley Communications Center (VCC) Operating Board  
LOCATION: Virtual Meeting due to COVID-19  
DATE: Thursday, June 25, 2020

MEMBERS: Chairperson Chief Marshall, *Renton RFA*  
Chief Hwang, *Federal Way Police*  
Assistant Chief Caillier, *Proxy for 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 Pennington, *SKFR*

VISITORS: Chief Schrimpsheer, *Algona Police*  
Chief Fehr, *Enumclaw Fire*  
Lt. Bos, *Pacific Police*  
Chief Kiblinger, *Black Diamond Police*  
Chief Hicks, *Skyway Fire*  
Chief Smith, *Mountain View Fire*  
Assistant Chief Crossen, *SKF&R*  
David Mendel, *PSEER Project Manager*  
Sean Douglas, *PSEER Technical Supervisor*  
George Nissan, *Motorola Account Executive*  
Kimberly Nuber, *PSEER Deputy Director*  
Deb Flewelling, *KC E-911 Program Office*

ABSENT: Chief Linton, *Tukwila Police*  
Chief Krimmert, *Vashon Fire (Fire Contract Rep)*

VCC STAFF: Lora Ueland, *Executive Director*  
Vonnie Mayer, *Deputy Director*  
Angee Bunk, *Operations Manager*  
Mary Sue Robey, *Administrative Services Manager*  
Kristin Meitzler, *Technical Services Manager*



VCC STAFF(Cont.): Tatyana Bogush-Stakhov, *Finance Manager*  
Evan Nelson, *Training Manager*  
Tracy Fitzgerald, *Administrative Services Assistant*  
Sheryl Kowalczyk, *Supervisor II*  
Denese Moore, *Supervisor II*

**Welcome and Introductions.** Chairman 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.** Chief Marshall announced his retirement effective this Fall.

**Report from any Member.** None.

**Action Items:**

**Approval of Meeting Minutes.** Chief VanValey moved to approve the February 27, 2020 meeting minutes. Chief Pennington seconded the motion. *Motion approved.*

**Voucher and Payroll Approval.** Chief VanValey read claims check numbers 30216 through 30476 in the amount of \$1,293,782.83 for the period of 02/12/2020 through 06/18/2020 and voided check numbers 30224, 30245 and 30247. E-Pay numbers 2020-014 through 2020-054 in the amount of \$1,615,114.69 for the period of 02/01/2020 through 05/22/2020 and payroll in the amount of \$3,088,406.60 for the period of 02/16/2020 through 05/31/2020. *Chief Keller moved to approve. Chief Padilla seconded. Motion approved.*

**2020-21 Chair-Elect.** A Chair-Elect should have been elected in December of 2019, however, this was not done. In accordance with the VCC Bylaws the Chair-Elect must be a police representative since the current chair is from the fire service, and the Chief must be from an owner city. Chief VanValey nominated Kent Police Chief Padilla. *Chief Swearingen seconded. Motion adopted.*

**PSERN Project Presentation.** PSERN Deputy Director Kimberly Nuber provided a project schedule update. The transition date for dispatch centers originally planned in Spring 2020 has been rescheduled to October. The completion date has been extended to December 2022.

PSERN Project Manager David Mendel provided an update on encryption and the impacts on interoperability and workflow. Encryption is not available for use until March 2023; however, decisions are needed by the end of 2020. Mr. Mendel's power point will be distributed for reference.

PSERN would like to form a work group to include a representative from each agency to discuss the interoperability of encryption. Valley Com will take the lead of organizing meeting dates.



**ESRI Dashboard Project.** Technical Services Manager Kristin Meitzler provided background on the ESRI Dashboard Decision included in the packet and requested the Ops Board accept the ESRI project pilot as a completed project and maintain the work and functionality done to date as discussed in her report. *Chief Morris* moved to approve the ESRI Dashboard project as presented. *Chief Padilla seconded. Motion approved.*

**Report from Executive Director.**

**Written Report.** There were no questions regarding the information in the June Director's Report.

**Recognition.** Valley Com hosted a small retirement ceremony for Dispatcher Scott Castonguay after 32.5 years of dedicated service. Milestone awards were presented to Dispatcher Kristen Snow for 25 years of service and Technical Services Manager Kristin Meitzler for 15 years of service with Valley Com.

**Patrol Commanders.** Supervisor II Sheryl Kowalczyk provided an update from the Patrol Commanders meeting including the Tone/Stay and 4<sup>th</sup> of July plans. There were no questions.

**Zone 3 Ops Chiefs Report.** Chief Crossen provided an update from the Zone 3 Ops Chiefs current projects. There were no questions on the report included in the packet.

**Good of the Order.**

The next scheduled meeting of the Operating Board is Thursday, August 27, 2020.

With no further business, Chief Marshall adjourned the meeting at 1019 hours.

Respectfully Submitted,



Tracy Fitzgerald  
Administrative Services Assistant

