Operating Board Meeting Minutes

Meeting called by: Chairperson Chief Morris Type of Meeting: Bi-Monthly Meeting

Location: Valley Com

MEMBERS: Chairperson Chief Morris, Puget Sound RFA

Chief Hemmen, Proxy for Chief Padilla, Kent Police

Chief Schuldt, Renton Police Chief Caillier, Auburn Police Chief Keller, KC Medic One Chief Hwang, Federal Way Police

Chief Thompson, VRFA Chief Heitman, Renton RFA Chief Pennington, SKF&R

VISITORS: Chief Smith, Mountain View Fire

Chief Schrimpsher, Algona Police

Kimberly Nuber, PSERN Project Director David Mendel, PSERN Project Director Sean Douglas, PSERN Project Manager

Deb Flewelling, KCEMS

Jami Hoppen, King County E911 Office

ABSENT: Chief Thomas, Des Moines Police (Police Contract Rep)

Chief Wittwer, Tukwila Fire Chief Drever, Tukwila Police

Chief Krimmert, Vashon Fire (Fire 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

Mary Sue Robey, Administrative Services Manager

Evan Nelson, Training Manager

Tracy Fitzgerald, Administrative Services Assistant

Denese Moore, Supervisor II

Agenda Item: Welcome and Roll Call

Discussion: None.

- Chairperson Chief Morris called the meeting to order at 0930 hours.
- A quorum was established.
- There were no changes to the agenda.

Agenda Action Item: Approval of Meeting Minutes.

Discussion: As below. **Presenter:** Chief Morris

- Chief Heitman moved to approve the August 26, 2021 meeting minutes.
- Chief Thompson seconded. Motion approved.

Agenda Item: Approval of Voucher and Payroll.

Presenter: Chief Schuldt read claims check numbers 31319 through 31415 in the amount of \$562,196.86 for the period of 08/11/2021 through 10/13/2021. Electronic payments in the amount of \$844,310.56 for the period of 07/29/2021 through 09/21/2021 and payroll in the amount of \$2,323,390.33 for the period of 08/01/2021 through 10/15/2021.

- Chief Schuldt moved to approve the voucher and payroll as read.
- Chief Heitman seconded. Motion approved.

Agenda Item: Report from Chair.

Discussion: None.

• Chief Morris congratulated Chief Caillier and Chief Schuldt on their appointments.

Agenda Item: Report from any Member.

Discussion: None.

Agenda Item: PSERN Project Update.

Presenter: Deputy Division Director Kimberly Nuber

- Ms. Nuber provided a PSERN project update, coverage testing update and schedule status.
- Information located at PSERN-Info.com

Agenda Item: Legislative Report.

Discussion: No new updates.

Agenda Item: VCC Contingency Planning.

Presenter: Executive Director Lora Ueland
Operations Manager Angee Bunk

- Director Ueland reported a decrease in Com Room personnel at VCC due to various reasons.
- Operations Manager Bunk shared plans to manage operations with current staffing including a
 recent LOU signed with VCCEA to rehire 3 former employees to help cover overtime; shift
 adjustments; potential changes in services provided; and deploying ASAP to PSAP which would
 decrease incoming alarm calls.

Agenda Item: Executive Director Report.

Discussion: Information

Presenter: Executive Director Lora Ueland

- Director Ueland provided additional information on the September monthly report included in the Ops board meeting packets.
- VCC Training Manager is reaching out to vendors for a QA program.

 The recent PSERN Operator meeting covered procurement policy update, preparations for Administrative staffing and a work plan review. The Executive Director will start on November 1, 2021.

Agenda Item: Zone 3 Ops Chiefs Report.

Discussion: None.

Agenda Item: Patrol Commander Report.

Presenter: Angee Bunk

• No report due to cancellation of the October meeting.

Agenda Item: Good of the Order.

Discussion: Information

Presenter: All

- Vonnie Mayer congratulated Chief Caillier and Chief Schuldt on their newly appointed positions and thanked Chief Heitman for his work on the mental health project.
- Administration Board meeting of November 5, 2021 has been canceled.
- Next meeting for Operating Board is Thursday, December 16, 2021.

Meeting Adjourned at: 1012 hours

Minutes submitted by:

Tracy Fitzgerald, Administrative Services Assistant, VCC

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