

# CENCOM EXECUTIVE COMMITTEE (CEC)

February 25, 2015 ~ 1:30 PM to 3:30 PM

Mayor Lent's Conference Room – Norm Dicks Government Center

## A G E N D A

**2:15**

- Call to Order *(Chair)*
- Approve Minutes
- Additions to Agenda?
- Public Comment

**2:20**

1. Budget Report (King)
2. Reorganization Update (Kirton)
3. Tech Project Update (Heistand)
4. Text to 911 Implementation/ Demo (Kirton)
5. 2015 Goals Update (Kirton)
6. Website Demo (Jameson-Owens)
7. 2015 Meeting Schedule (Kirton)
  
8. Additional Agenda Items *(If any)*
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
  - d. \_\_\_\_\_
  
9. Good of the Order

**4:00**

**Adjourn**

# Information Paper

## CENCOM Policy Board

**Subject: Budget Report (actuals as of January 31, 2015)**

**Summary:** For the period of January 2015, revenues were close to budget and expenses were below budget, with no significant outliers.

**Revenues:** We received 7.8% (\$677K) of budgeted revenues through January 31<sup>st</sup>, 2015, with a goal of 8.1%. Some January payments from user agencies were received in February; with those included, we were right on budget, with 8.1% received.

Our sales tax actuals are right at projection for 2015, with our year to date total at .5% above budget.

Our telephone excise tax revenues are below budget with 7.8% received of the 8.3% expected.

All other revenues are tracking slightly above projection, with January payments received in February included.

**Expenditures:** We have expended 7.4% (\$766K of \$10.3M) of our **total** appropriation with a goal of 10.3%. We have expended 8.8% (\$765K of \$8.6M) of our **operating** appropriation with a goal of 10.7% through January 31, 2015.

Within the operating budget, Salaries and Benefits are 6.4% (\$399K of \$6.2M) expended and Supplies and Services are 15.2% (\$765K of \$2.4M) expended. The goals were 7.2% and 19.7%, respectively.

**Technical System Enhancements:** We have expended .1% (\$942. of \$1.6M).

**Reserves:** We have not had to use any of our reserve funds so far this year.

**Risks:** None identified. Kitsap County experienced steady growth and improvement in 2014, and is expected to continue the trend in 2015. According to Marc Abshire of the *North Kitsap Herald*, "2015 will be like spring, following the economic winter of the past few years." Please see the attached article.

# Expect an 'economic spring' this year | 2015 Forecast

Jan 2, 2015 at 10:30AM

By **MARC ABSHIRE**

*For the North Kitsap Herald*

The analogy I like to use when I talk about what's in store for us next year is the cycle of seasons.

If the key economic indicators prove to be correct, 2015 will be like spring, following the economic winter of the past few years.

These economic seasons usually last longer than the annual weather cycle of seasons, which is good news for those of us who have been feeling the sting of this brutal economic winter. But many who suffered more than just "a sting" were part of a kind of natural pruning, culled out by the winter and forced to either make changes, improvements, and compromises, or completely fold.

The winter has made us stronger, if it hasn't ruined us, and we are now poised for the coming spring and the budding emergence of opportunities and growth. Businesses and individuals who are positioned well, and who have anticipated the brighter days ahead, will be better able to take advantage of the economic growth.

This next year, we should see fewer foreclosures on home mortgages, lower unemployment rates, more travel and tourism, better retail sales, and rising property values.

Improvements, renovations, and additions to businesses and homes, stalled by years of winter, will be started once again. Vacations will be planned and expanded. Orders for goods and services will go up, as will pay and salaries. And more of us will be on the move — in bicycles, boats, and moving vans.

There will be visibly more activity, but don't expect a frenzy. Winter also taught us lessons about fiscal conservatism and the wisdom of "slow and steady." We learned how important our friends are to us, and the value of networking. In places like North Kitsap, community and connectedness are precious. Here, it's more about what we can do for one another, than who you know.

Organizations like the Greater Poulsbo Chamber of Commerce, Soroptimist International of Greater North Kitsap, Rotary Club of Poulsbo, Poulsbo Lions Club, Kiwanis of Greater Poulsbo, North Kitsap Fishline, YWCA, and many others make and define us. As an example, the number of businesses that are joining the Greater Poulsbo Chamber of Commerce and are renewing their memberships has been rising, and that will continue in 2015 — which is one of the key indicators of an improving economy. So is hotel tax revenue, which is also on the rise, along with sales tax revenue in the City of Poulsbo, which saw double-digit increases this year.

With the perspective that "a rising tide raises all boats," the Greater Poulsbo Chamber of Commerce will be focused over the next year on finding ways to help our members capitalize on the growth, as well as sustain it. And for the first time in recent memory, we will develop a long range strategic plan over this next year in order to help our organization and our members be better prepared for "the cycle of seasons" through at least 2025.

Winter will certainly come again someday, after a summer and an autumn. But for now, and for all of 2015, we'll be in spring. And that means it's finally time for action.

— Marc Abshire is director of operations for the Greater Poulsbo Chamber of Commerce. Contact him at [director@poulsbochamber.com](mailto:director@poulsbochamber.com)

# Summary

(As of 01/31/2015)

Description	Goal	Adopted 2015 Budget	Year-To-Date Actuals 2015	Delta	
<b>Total Revenues</b>	<b>8.1%</b>	<b>\$ 8,652,029.00</b>	<b>\$ 676,707.48</b>	<b>\$ (7,975,321.52)</b>	<b>7.8%</b>
Operating Salaries and Benefits	7.2%	\$ 6,239,484.30	\$ 398,800.45	\$ 5,840,683.85	6.4%
Operating Supplies and Services	19.7%	\$ 2,405,877.32	\$ 366,220.61	\$ 2,039,656.71	15.2%
<b>Total Operating Expenses</b>	<b>10.7%</b>	<b>\$ 8,645,361.62</b>	<b>\$ 765,021.06</b>	<b>\$ 7,880,340.56</b>	<b>8.8%</b>
Misc Technical Improvements		\$ 182,014.00	\$ 941.50	\$ 181,072.50	0.5%
Backup Center		\$ 80,000.00	\$ -	\$ 80,000.00	0.0%
ACOM Replacement		\$ 500,000.00			
NG911		\$ 881,596.00	\$ -	\$ 881,596.00	0.0%
<b>Total Tech Improvements</b>	<b>8.3%</b>	<b>\$ 1,643,610.00</b>	<b>\$ 941.50</b>	<b>\$ 1,642,668.50</b>	<b>0.1%</b>
<b>Total Expenditures</b>	<b>10.3%</b>	<b>\$ 10,288,971.62</b>	<b>\$ 765,962.56</b>	<b>\$ 9,523,009.06</b>	<b>7.4%</b>

# Revenues

(As of 01/31/2015)

Description	Goal	Adopted 2015 Budget	Year-To-Date Actuals 2015	Delta	
Sales Tax	7.7%	\$ 3,511,404.00	\$ 287,300.08	\$ (3,224,103.92)	8.2%
Telephone Excise Tax	8.3%	\$ 2,527,074.00	\$ 196,256.39	\$ (2,330,817.61)	7.8%
State Grants	8.3%	\$ 36,000.00	\$ -	\$ (36,000.00)	0.0%
Other Revenues	8.3%	\$ 2,577,551.00	\$ 193,151.01	\$ (2,384,399.99)	7.5%
<b>Total Revenues</b>	<b>8.1%</b>	<b>\$ 8,652,029.00</b>	<b>\$ 676,707.48</b>	<b>\$ (7,975,321.52)</b>	<b>7.8%</b>

# Salaries & Benefits

(As of 01/31/2015)

Object Account	Account Description	Adopted 2015 Budget	Year-To-Date Actuals 2015	Delta	
5101	REGULAR SALARIES	\$ 4,345,243.00	\$ 251,899.62	\$ 4,093,343.38	5.8%
5102	OVERTIME PAY	\$ 228,349.44	\$ 18,726.84	\$ 209,622.60	8.2%
5103	LONGEVITY PAY	\$ 50,114.00	\$ 2,840.86	\$ 47,273.14	5.7%
5104	SICK LEAVE PAYOUT	\$ -	\$ -	\$ -	0.0%
5106	ANNUAL LEAVE PAYOUT	\$ 12,720.00	\$ 111.51	\$ 12,608.49	0.9%
5108	SHIFT DIFFERENTIAL PAY	\$ 7,716.00	\$ 41.07	\$ 7,674.93	0.5%
5109	EXTRA HELP	\$ 10,220.40	\$ 104.00	\$ 10,116.40	1.0%
5110	OUT OF CLASS PAY	\$ 21,800.00	\$ 653.94	\$ 21,146.06	3.0%
5190	MISCELLANEOUS PAY	\$ 52,000.00	\$ 9,489.67	\$ 42,510.33	18.2%
5201	INDUSTRIAL INSURANCE	\$ 86,974.76	\$ 4,780.90	\$ 82,193.86	5.5%
5202	SOCIAL SECURITY	\$ 354,530.59	\$ 21,526.12	\$ 333,004.47	6.1%
5203	PERS RETIREMENT	\$ 475,378.11	\$ 25,625.92	\$ 449,752.19	5.4%
5216	DEPENDENT BENEFITS	\$ -	\$ -	\$ -	
5220	UNEMPLOYMENT COMPENSATION	\$ 29,680.00	\$ -	\$ 29,680.00	0.0%
5229	BENEFITS BUCKET	\$ 756,000.00	\$ 63,000.00	\$ 693,000.00	8.3%
5299	Budgeted Attrition	\$ (191,242.00)		\$ (191,242.00)	
7.2%	<b>Salaries and Benefits</b>	<b>\$ 6,239,484.30</b>	<b>\$ 398,800.45</b>	<b>\$ 5,840,683.85</b>	<b>6.4%</b>

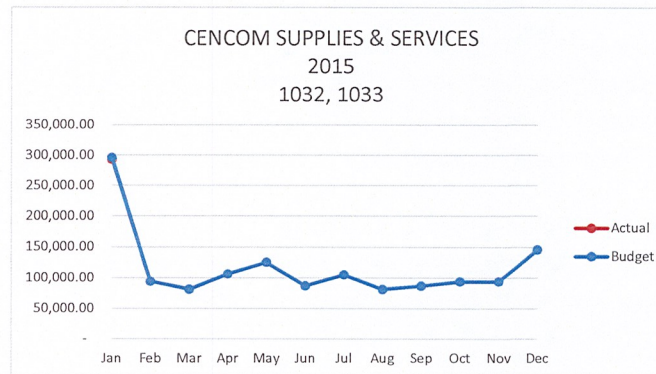
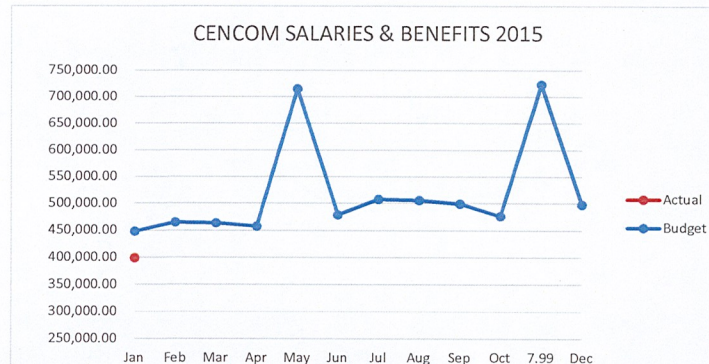
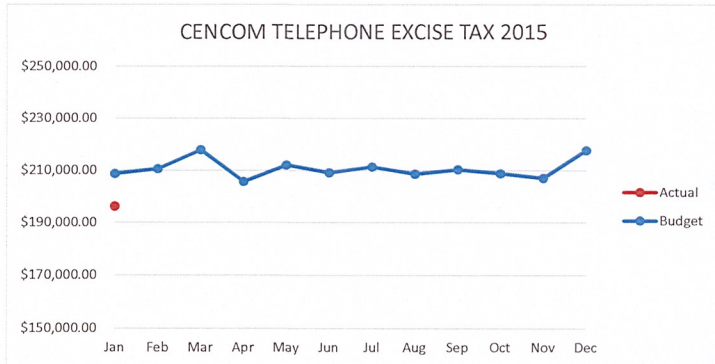
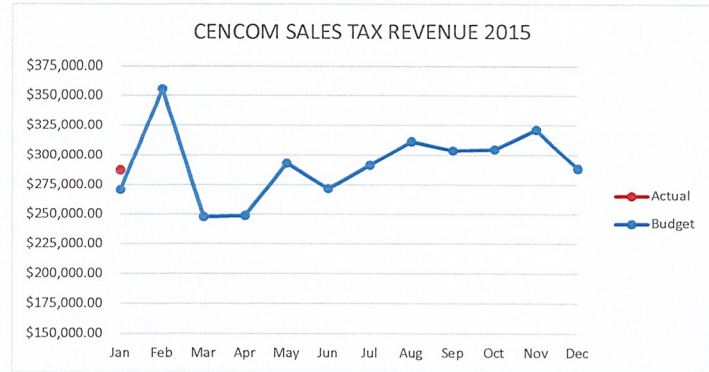
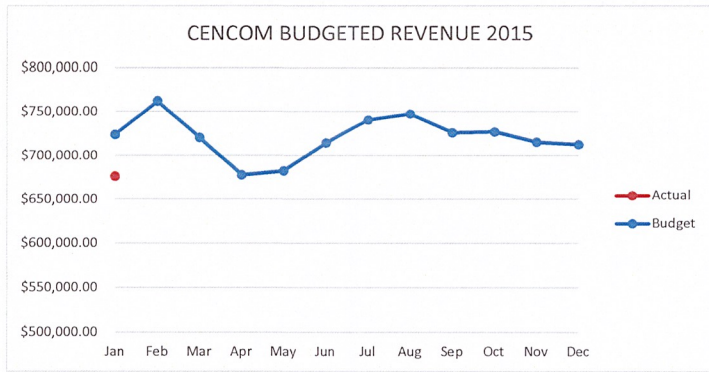
# Operating Expenditures (As of 01/31/2015)

Object Account	Account Description	Adopted 2015 Budget	Year-To-Date Actuals 2015	Delta	
6971	LTGO Bond 2005 Refdg	\$ 503,500.00	\$ 54,250.00	\$ 449,250.00	10.8%
5311	OFFICE/OPERATING SUPPLIES	\$ 36,424.28	\$ 23.94	\$ 36,400.34	0.1%
5321	FUEL CONSUMED	\$ 13,248.00	\$ -	\$ 13,248.00	0.0%
5351	SMALL TOOLS & EQUIPMENT	\$ 9,587.30	\$ 1,861.89	\$ 7,725.41	19.4%
5352	COMPUTER SOFTWARE	\$ 19,977.97	\$ -	\$ 19,977.97	0.0%
5353	SMALL COMPUTER EQUIPMENT	\$ 27,272.83	\$ -	\$ 27,272.83	0.0%
5354	TELEPHONE EQUIPMENT	\$ 1,087.00	\$ -	\$ 1,087.00	0.0%
5412	ENGINEERING & ARCHITECTURAL	\$ -	\$ -	\$ -	-
5413	PRE-EMPLOYMENT SCREENING	\$ 3,700.00	\$ -	\$ 3,700.00	-
5415	MANAGEMENT CONSULTING	\$ 19,000.00	\$ -	\$ 19,000.00	0.0%
5416	COURT REPORTERS/legal svcs	\$ -	\$ -	\$ -	-
5419	OTHER PROFESSIONAL SERVICES	\$ 9,400.00	\$ -	\$ 9,400.00	0.0%
5421	TELEPHONE	\$ 31,523.00	\$ 582.07	\$ 30,940.93	1.8%
5422	CELLULAR TELEPHONES	\$ 10,400.00	\$ 559.38	\$ 9,840.62	5.4%
5425	POSTAGE	\$ 3,500.00	\$ -	\$ 3,500.00	0.0%
5431	MILEAGE	\$ 4,833.00	\$ -	\$ 4,833.00	0.0%
5432	TRAVEL	\$ 22,880.00	\$ -	\$ 22,880.00	0.0%
5433	PER DIEM	\$ 8,346.00	\$ -	\$ 8,346.00	0.0%
5438	NON-EMPLOYEE MILEAGE	\$ -	\$ -	\$ -	-
5439	NON-EMPLOYEE TRAVEL	\$ 400.00	\$ -	\$ 400.00	0.0%
5441	ADVERTISING	\$ 2,000.00	\$ -	\$ 2,000.00	0.0%
5451	OPERATING RENTAL/LEASES	\$ 200,944.35	\$ 5,169.13	\$ 195,775.22	2.6%
5472	WATER	\$ 1,962.00	\$ -	\$ 1,962.00	0.0%
5473	SEWER	\$ 3,527.00	\$ -	\$ 3,527.00	0.0%
5474	ELECTRICITY	\$ 117,500.00	\$ -	\$ 117,500.00	0.0%
5475	WASTE DISPOSAL	\$ 3,216.00	\$ -	\$ 3,216.00	0.0%
5476	CABLE TV	\$ -	\$ -	\$ -	-
5481	REPAIRS & MAINT-BUILDINGS	\$ 89,388.18	\$ 1,125.05	\$ 88,263.13	1.3%
5482	REPAIRS & MAINT-IMPROVEMENTS	\$ 31,376.26	\$ -	\$ 31,376.26	0.0%
5483	REPAIRS & MAINT-EQUIPMENT	\$ 45,442.04	\$ (159.15)	\$ 45,601.19	-0.4%
5484	REPAIRS & MAINT-COMPUTER EQUIP	\$ 288,856.12	\$ 186,855.03	\$ 102,001.09	64.7%
5492	DUES/SUBSCRIPTIONS/MEMBERSHIPS	\$ 7,617.80	\$ 311.05	\$ 7,306.75	4.1%
5496	PRINTING & BINDING	\$ -	\$ -	\$ -	-
5497	REGISTRATION & TUITION	\$ 15,291.00	\$ -	\$ 15,291.00	0.0%
5499	OTHER	\$ 5,199.06	\$ -	\$ 5,199.06	0.0%
5840	DEBT ISSUE COSTS	\$ -	\$ -	\$ -	-
5912	I/F I.S. SERVICE CHARGES	\$ 19,736.00	\$ 1,586.25	\$ 18,149.75	8.0%
5913	I/F I.S. PROG MAINT & DEV CHGS	\$ -	\$ -	\$ -	-
5918	I/F GIS MAPPING SVS.	\$ 45,873.00	\$ -	\$ 45,873.00	0.0%
5921	I/F COMMUNICATION	\$ 1,252.00	\$ -	\$ 1,252.00	0.0%
5922	I/F I.S. PROJECTS	\$ -	\$ 56.83	\$ -	-
5931	I/F SUPPLIES	\$ -	\$ -	\$ -	-
5951	I/F OPER RENTAL & LEASES	\$ 7,320.00	\$ -	\$ 7,320.00	0.0%
5961	I/F INSURANCE SERVICES	\$ 21,176.00	\$ -	\$ 21,176.00	0.0%
5981	I/F REPAIRS & MAINTENANCE	\$ -	\$ -	\$ -	-
5993	I/F TRAINING	\$ 250.00	\$ -	\$ 250.00	-
5996	INDIRECT COST ALLOCATIONS	\$ 186,971.00	\$ -	\$ 186,971.00	0.0%
	1033				
5311	OFFICE SUPPLIES	\$ -	\$ -	\$ -	-
5351	OFFICE EQUIPMENT	\$ 3,261.00	\$ 130.39	\$ 3,130.61	4.0%
5352	COMPUTER SOFTWARE	\$ 1,655.49	\$ -	\$ 1,655.49	0.0%
5353	COMPUTER EQUIPMENT	\$ 35,000.00	\$ 49.76	\$ 34,950.24	0.1%
5354	TELEPHONE EQUIPMENT	\$ 2,000.00	\$ -	\$ 2,000.00	0.0%
5422	CELLULAR TELEPHONES	\$ 160,000.00	\$ 12,763.61	\$ 147,236.39	8.0%
5483	REPAIRS & MAINT-EQUIPMENT	\$ 32,610.00	\$ -	\$ 32,610.00	0.0%
5484	REPAIRS & MAINT-COMPUTER EQUIP	\$ 122,626.64	\$ 83,631.39	\$ 38,995.25	68.2%
5913	I/F I.S. PROG MAINT & DEV CHGS	\$ 80,432.00	\$ 6,702.66	\$ 73,729.34	8.3%
5915	I/F MANAGEMENT CONSULTING	\$ 128,656.00	\$ 10,721.33	\$ 117,934.67	8.3%
5918	I/F GIS MAPPING SVS.	\$ 19,659.00	\$ -	\$ 19,659.00	0.0%
19.7%	Op. Supplies and Svcs (1031-1033)	\$ 2,405,877.32	\$ 366,220.61	\$ 2,039,656.71	15.2%

# Tech Expenditures (As of 01/31/2015)

Object Account	Account Description	Adopted 2015 Budget	Year-To-Date Actuals 2015	Delta	
5311	OFFICE SUPPLIES	\$ 380.00	\$ -	\$ 380.00	0.0%
5351	OFFICE EQUIPMENT	\$ -	\$ -	\$ -	
5352	COMPUTER SOFTWARE	\$ 15,000.00			
5353	COMPUTER EQUIPMENT	\$ 10,000.00	\$ -	\$ 10,000.00	0.0%
5412	ENGINEERING & ARCHITECTURAL		\$ 920.00	\$ (920.00)	
5419	OTHER PROFESSIONAL SERVICES	\$ 15,000.00	\$ -	\$ 15,000.00	0.0%
5432	TRAVEL	\$ -	\$ 21.50		
5433	PER DIEM		\$ -		
	OPERATING RENTAL/LEASES				
5,481.00	REPAIRS & MAINT-BUILDINGS	\$ 48,398.00	\$ -	\$ 48,398.00	0.0%
5483	REPAIRS & MAINT-EQUIPMENT	\$ 33,233.00	\$ -	\$ 33,233.00	
5484	REPAIRS & MAINT-COMPUTER EQUIP	\$ -	\$ -	\$ -	
5499	OTHER	\$ 30,000.00	\$ -	\$ 30,000.00	0.0%
5,641.00	COMPUTER EQUIPMENT	\$ 1,957.00	\$ -	\$ 1,957.00	0.0%
5642	OTHER MACHINERY & EQUIPMENT			\$ -	
5918	I/F GIS MAPPING SVS.	\$ 28,046.00	\$ -	\$ 28,046.00	0.0%
	<b>Misc Tech Improvements (1034)</b>	<b>\$ 182,014.00</b>	<b>\$ 941.50</b>	<b>\$ 181,072.50</b>	<b>0.5%</b>
5412	ENGINEERING & ARCHITECTURAL	\$ -	\$ -	\$ -	
5419	OTHER PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	
5642	OTHER MACHINERY & EQUIPMENT	\$ 80,000.00	\$ -	\$ 80,000.00	0.0%
	<b>Backup Center (1035)</b>	<b>\$ 80,000.00</b>	<b>\$ -</b>	<b>\$ 80,000.00</b>	<b>0.0%</b>
5641	COMPUTER EQUIPMENT	\$ 500,000.00	\$ -		
	<b>Acom Replacement (1036)</b>	<b>\$ 500,000.00</b>	<b>\$ -</b>	<b>\$ 500,000.00</b>	<b>0.0%</b>
5352	COMPUTER SOFTWARE	0.00	0.00	\$ -	
5415	MANAGEMENT CONSULTING	84,612.00			
5419	OTHER PROFESSIONAL SERVICES	25,000.00	\$ -	\$ 25,000.00	0.0%
5641	COMPUTER EQUIPMENT	771,984.00		\$ 771,984.00	0.0%
				\$ -	
	<b>Next Generation 911 (1037)</b>	<b>\$ 881,596.00</b>	<b>\$ -</b>	<b>\$ 881,596.00</b>	<b>0.0%</b>





# CENCOM EXECUTIVE COMMITTEE MEETING MINUTES

January 28, 2015

The CENCOM Executive Committee met in the Mayor's Conference Room located at the Norm Dicks Building in Bremerton. Present were: Fire Commissioner Dusty Wiley (Chair), Fire Commissioner David Ellingson, Sheriff Gary Simpson, Port Orchard Mayor Tim Matthes, Bremerton Mayor Patti Lent, Poulsbo Fire Chief Jeff Griffin, Poulsbo Police Chief Al Townsend, Director Richard Kirton, Deputy Director Maria Jameson-Owens, Financial Analyst Robin King, Office Supervisor Stephanie Browning and Technical Systems Supervisor Dean Heistand.

**Call to Order.** Fire Commissioner Dusty Wiley called the meeting to order at 14:15

**Approval of Minutes: Motion was made by Sheriff Simpson to approve the minutes from the December 16, 2014 meeting. Motion was seconded by Mayor Lent. There were two abstentions Fire Commissioner Ellingson and Mayor Matthes. Motion Passed**

**Additions:** None

## **Agenda:**

### **1. Budget Update**

Robin King reviewed the 4<sup>th</sup> quarter budget report which had been distributed with the agenda (attached). This is the preliminary 2014 year end report. The final report, including more data on the technical project expenditures will be provided after the 13<sup>th</sup> month is closed.

### **2. Reorganization Update**

Richard Kirton reported that he has met with the Personnel Department and they are ready to proceed with moving forward with the reorganization of the three Assistant Managers or Supervisors 2 (the title is not decided). The County Department of Personnel would like to wait on the other elements until the salary survey is completed. Mr. Kirton will continue to try and get this process completed as quickly as possible.

Mr. Kirton also reported that the Data System Engineer (DSE) position is expected to be opened shortly. Once that position is filled we will complete the transfer of the Operations Support Technician (OST) position to the NG911 cost center (1037).

### **3. Tech Project Update**

\*Cultus Bay-The Cultus Bay project is almost completed and the Technicians are just finishing installing equipment. They will be online the week after next.

\*UPS Batteries-The installation of the new UPS Batteries will be completed at the end of February. CENCOM did not anticipate that there would be a need to extend the concrete due to the batteries being longer. This added more time for the installation.

\*Backup Center- Adcomm Engineering has provided a new drawing for the backup center. A meeting is now scheduled for next Tuesday with operations Manager of Silverdale Water. If a follow up meeting is needed Mr. Kirton may be asking some Executive Members to join an additional meeting with some of their Board Members.

\*MCT Replacement-The stakeholder groups have begun meeting and are on track to present hardware recommendations in time for inclusion in the 2016 budget.

\*Bainbridge Island Tower- Adcomm Engineering worked on a preliminary budget for a tower on Bainbridge Island and CENCOM provided the analysis for the cost of equipment. At this time there has not been a carrier that committed to coming on the tower. The next step is Mr. Kirton will contact the City of Bainbridge Island and see if they have any interest in funding this.

#### **4. Text to 911 Implementation**

Director Kirton participated in a regional conference call today. We will start to see text to 911 being implemented around the state over the next few months- mostly centered around Puget Sound. CENCOM will be part of the first tier of 911 centers to implement. Exact go live dates will be determined as agencies begin to complete their implementation processes. At this point a final decision has not been made about whether to go live one county at a time or in groups.

CENCOM has chosen the TCS Gem client as our Text-to-911 interface. The product is paid for by the wireless carriers so it's completely free to CENCOM. We are very pleased with both the functionality of the product and the service we are receiving from TCS. We will begin testing and training in February.

#### **5. 2015 Goals**

Since CENCOM has a number of goals and technical projects in 2015 we won't have enough time at our regular meetings to provide as much detail on each goal/project as we were able to provide the committee in 2014. We will provide a spreadsheet listing the current status of each project/goal along with a mix of written and verbal progress reports. Most of our updates will be focused on the goals listed under governance, goals/projects with significant financial impact, and any at risk of delay or budget overrun. If there is a certain project or goal anyone is interested in getting more details on please send an email to Mr. Kirton.

The work study session for April 23<sup>rd</sup> is set and the focus will be updating the Interlocal Agreement and the government structure. This work study will be led by De Hicks. Additionally, the Strategic Positioning dates will be April 1, April 10<sup>th</sup>, and April 20<sup>th</sup> from 9am-3pm hosted at CENCOM. Mr. Kirton asked that 1-2 Executive Members attend and some Policy Board members. There is value to coming to each session as they piggy back on each

other. If you can't attend all three days but are interested in participating the first day is probably the one with the most impact but board members are welcome and encouraged to participate any day they are available.

## 6. Election of the Chair

**Mayor Patty Lent nominated Fire Commissioner Dusty Wiley to serve as the CENCOM Executive Committee Chair for 2015. The motion was seconded by Sheriff Simpson. Motion Passed.**

The decision was made if the Chair was unavailable to run the meetings then the Chair of the Policy Board would.

## 7. 2015 Meeting Schedule

The Committee will meet on the 4<sup>th</sup> Weds of every month at Mayor Lents Conference Room at the Norm Dick Building from 1:30-3:30 with the exception of the following date; the June 24<sup>th</sup> meeting will be added to the end of the budget work study which will be either June 5<sup>th</sup> or the 12<sup>th</sup>. There will not be a meeting in August. The November 25<sup>th</sup> and December 23<sup>rd</sup> meetings will be combined and take place on December 9<sup>th</sup>. An email appointment will be sent out.

**Mayor Patty Lent motion to approve the drafted CENCOM Executive Committee Meeting Dates for 2015. Motion was seconded by Sheriff Simpson. Motion Passed.**

Good of the Order- Mayor Lent stated on February 11<sup>th</sup> the Boy Scouts breakfast will be at the Bremerton Conference Center at 630am.

**Adjournment 15:26**

**The next meeting will be in Mayor Lent's Conference Room on February 25<sup>th</sup>, 2015**

**(13:30-15:30).**