

**Kitsap 911 Board of Directors Meeting**  
**December 5, 2017 (12:30 to 1:30)**  
**Norm Dicks Building**

**A G E N D A**

- |  |                |
|--|----------------|
| 1. Call to Order   | (Ellingson)    |
| 2. Additions to the agenda   | (Ellingson)    |
| 3. Public Comment (limited to 2 minutes per speaker)                           | (Ellingson)    |
| 4. Adoption of Minutes (9/5)   | (Ellingson)    |
| 5. Resolution 2017-006 Adopting the 2018 budget, repealing resolution 2017-003 | (Kirton)       |
| 6. Resolution 2017-007 Adopting the 2018 Board of Directors Meeting Schedule   | (Kirton)       |
| 7. Appointment of the 2018 Executive Committee                                 |                |
| 8. Executive Committee Report  | (Kirton/Wiley) |
| 9. Finance Report  | (Kellogg)      |
| 10. Goals, Projects, and Transition Report                                     | (Kirton)       |
| 11. Recognition of outgoing Board Members                                      | (Ellingson)    |
| 12. Good of the Order  | (All)          |
| 13. Adjourn  | (Ellingson)    |



## **Kitsap 911 Board of Directors Meeting of September 5, 2017**

### **ATTENDING:**

#### **Board of Directors:**

Robert Gelder- Kitsap County Commissioner  
Ed Wolfe-Kitsap County Commissioner  
Charlotte Garrido, Kitsap County Commissioner  
Sheriff Gary Simpson- Kitsap County  
Patty Lent-City of Bremerton Mayor  
Becky Erickson- City of Poulsbo Mayor  
Val Tollefson- City of Bainbridge Island Mayor  
Rob Putannsuu- City of Port Orchard Mayor  
Jerry McDonald-City of Bremerton Council Member  
Greg Wheeler-City of Bremerton Council Member (Vice Chair)  
David Ellingson-Fire Commissioner (Chair)  
Dusty Wiley-Fire Commissioner  
Bob Muhleman- Fire Commissioner

#### **Staff:**

Richard Kirton- Executive Director  
Maria Jameson-Owens- Deputy Director  
Tracey Kellogg- Finance Manager  
Rachelle Tate- Administrative Specialist

#### **Absent:**

---

**Call to Order:** Chair David Ellingson called the meeting to order at 12:30 pm.

**Additional Agenda Items:** None

**Public Comment:** None

**Adoption of the minutes:** Director Charlotte Garrido made a motion to adopt the minutes from June 6, 2017 and July 14, 2017. Motion was seconded by Director Becky Erickson. Motion carried.

### **Executive Committee Report**

Executive Director Kirton reported the Executive Committee has been hard at work since the last Board of Directors meeting and meeting regularly. Since the last Board of Directors meeting the following actions items took place;

- \*Approval various A/P warrants and payroll
- \*Adopted Resolution 2017-004, Revising Wage Range for Unrepresented Admin Employees.
- \*Authorized termination of the CENCOM ILA

### **Action Item**

#### **Fire Units of Use- Unknown Injury Accidents**

Executive Director Kirton provided the Board of Directors an Information paper on this topic. The Board discussed it and decided to leave as is and continue to count MVCG events as 1 unit of use regardless of whether fire units respond or not. No motion was required.

### **Staffing Report**

Deputy Director Maria Jameson-Owens reported there are currently six vacant positions. Three new hires started on 09/11/17 and one lateral. The last recruitment closed on 08/28/17 with potential start of November or December.

### **Finance Report**

Finance Manger Tracey Kellogg presented the Kitsap 911 financial report for the end of June. Revenues are above projection with received are at 53.1% with a goal of 48.6%. Sales tax revenue was above project with the total being 51.5% received of the total budget. Kitsap 911 has expended 48.5% of the total appropriations. Salaries and Benefits are 0.8% below the budget. There have been no reserve funds used and no risks identified.

### **Goals and Projects and Transition Report**

Mr. Kirton gave a brief report and all projects besides the ones listed below are on track.

*User Agreements-* All of the User Agreements have been executed except for Kitsap County.

*Develop proposal for reducing call to en-route times-* This project was request by the Fire Chiefs and is a project to make changes to how we are alerting units they have a call for service. It would change from analog to digital. The design proposal should be completed by the end of this month.

*Backup Center-* The architect is working on a revision to the site plan. The water district has

ensured us that they want this on the property.

*ESINET Cutover-* The ESINET is the network 911 calls go over state wide and is managed by the State of WA. The State originally said the 911 centers would start cutting over in February 2017 but now has moved to February of 2018. At this time it looks like Kitsap 911 will be in the 2<sup>nd</sup> or 3<sup>rd</sup> group for the cutover when it takes place.

*Mobile Responder Deployment-*The mobile responder on the smartphone and tablets has been delayed. Beta tests are currently being done with agencies and expect this to be available to all agencies by the end of the year.

### **Additional Items/Good of the Order**

Director Gelder asked when the Kitsap 911 Board of Directors organization will be reviewed. Executive Director Kirton said that the plan was to have one full year with the current board and then start having conversation. Director Wiley asked the Board of Directors to compile ideas and get this information to Executive Director Kirton on what changes would like to see on the board compensation.

Director Lent asked if the county has released ownership of the Kitsap 911 building yet. Executive Director Kirton said that the military has signed off on the assignment agreement language. The final has been sent.

Director Tollefson wanted to point out that with the Texas National disaster it is a great time to take a look at everything and make sure Kitsap 911 is ready. Executive Director Kirton informed the board that Kitsap 911 is evaluating all areas of redundancy.

The meeting was adjourned at 1:03 PM.

***The next scheduled meeting of the Kitsap 911 Board of Directors is December 5, 2017 at 12:00 at Kitsap 911***

# Kitsap 911 Public Authority

## Resolution 2017-006

### Adopting the 2018 Budget and Establishing Service Fees.

**WHEREAS**, on April 25, 2016 the Board of County Commissioners adopted ordinance 532-2016 enacting chapter 2.110 of the Kitsap County code (the “Ordinance”), creating the Kitsap 911 Public Authority; approving a charter therefor; establishing a Board of Directors to govern the affairs of Kitsap 911; and providing how Kitsap 911 shall conduct its affairs; and

**WHEREAS**, Kitsap 911 (the “Authority”) is a public corporation organized pursuant to RCW 35.21.730; and

**WHEREAS**, the Charter requires the Board of Directors adopt the budget and the Bylaws establishes the Service Fee Formula for certain agencies; and

**WHEREAS**, on July 14, 2017 the Board of Directors adopted “Resolution 2017-003 Adopting the Operating Budget and Establishing Service Fees for 2018” the elements of which are now incorporated herein;

**NOW, THEREFORE, BE IT RESOLVED** by the Kitsap 911 Board of Directors as follows:

**Section 1. Resolution 2017-003 repealed.** Resolution 2017-003 is repealed effective upon execution of this resolution.

**Section 2. Operating Budget Adopted.** The Board of Directors hereby adopts the 2018 Budget as attached in exhibits 1, 2, and 3.

**Section 3. Service Fees Adopted.** The Board of Directors hereby adopts the 2018 Service fees as attached in exhibit 4.

**Section 4. Severability.** If any provision of this Resolution or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Resolution which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Resolution are declared to be severable.

**Section 5. Effective Date.** This resolution shall become effective immediately upon adoption and signature as provided by law.

**MOVED AND PASSED** at a regular meeting of the Kitsap 911 Board of Directors on December 5, 2017 of which all Directors were notified and a quorum was present.

**KITSAP 911 BOARD OF DIRECTORS**

\_\_\_\_\_  
DAVID ELLINGSON, CHAIR

ATTEST:

\_\_\_\_\_  
Richard A. Kirton, Executive Director

# Revenues

<b>Account Description</b>		<b>Adopted 2018</b>
	Estimated Beginning Fund Balance	3,966,956.00
337.16.00.00	Emergency Communications Sales Tax	4,633,004
337.63,64,65	Telephone Excise Taxes (Wireline, Wireless, and VoIP)	2,426,167
342.80.50.01	User Fees (County,Cities, Fire Districts, Tribes)	2,191,645
342.80.50.02	Contract Revenues (Navy, BIAA and Humane Society)	50,020
362.50.00.00	Tower Leases	290,178
342.80.40.02	Emergency Management Facility Maintenance Chrgs	58,698
334.01.84.00	State E911 CPD Contract KC (Wa State Military)	46,000
361.11.00.00	Investment Interest	33,586
	Sub-Total	9,729,298
369.91.00.00	Grants and Other One-Time Revenues	
342.10.50.00	MCT NPRV Surcharges	15,000
	Alerting Surcharge	250,003
	Total Revenue	9,994,301
	Total Revenue + Beginning Fund Balance	13,961,257

# Operating Appropriation

Account Description	2018 Adopted
591.28.00.0000 LTGO Repayment - Principal	351,874
591.28.00.0000 LTGO Repayment - Interest	92,242
<b>Debt Service SubTotal</b>	<b>444,116</b>
528.32.10.00 Regular Salaries	5,029,680
528.32.10.01 Overtime Pay	388,348
528.32.10.02 Longevity Pay	-
528.32.10.03 Sick Leave Payout	5,300
528.32.10.04 Annual Leave Payout	14,000
528.32.10.05 Shift Differential Pay	3,200
528.32.10.06 Extra Help	19,742
528.32.10.07 Out of Class Pay	30,920
528.32.10.08 Miscellaneous Pay	69,555
528.32.20.00 Industrial Insurance	34,527
528.32.20.01 Social Security	423,907
528.32.20.02 PERS Retirement	703,739
528.32.20.03 Medical Insurance	999,505
528.32.20.04 Dental Insurance	68,687
528.32.20.05 Life Insurance	8,217
528.32.20.08 Unemployment Compensation	67,972
528.32.10.0009 Salary/Benefit Attrition	(393,365)
<b>Wages, Salaries, and Benefits SubTotal</b>	<b>7,473,934</b>
528.32.31 Office/Operating Supplies	37,902
528.32.32 Fuel Consumed	7,557
528.32.35.00 Small Tools & Equipment	15,982
528.32.35.01 Computer Software	59,992
528.32.35.02 Small Computer Equipment	12,715
528.32.35.03 Small Telephone Equipment	1,600
528.32.41.00 Engineering & Architectural	-
528.32.41.01 Applicant Medical Screening	7,688
528.32.41.02 Management Consulting	31,476
528.32.41.03 Special Legal Services	50,000
528.32.41.04 Other Professional Service	49,185
528.32.42.00 Telephone	33,474
528.32.42.01 Cellular Telephone	10,328
528.32.42.02 Postage	2,290
528.32.43.00 Mileage	4,543
528.32.43.01 Travel	25,364
528.32.43.02 Per Diem	10,223
528.32.43.03 Non-Employee Mileage	451
528.32.43.04 Non Employee Travel	1,444
528.32.41.05 Advertising	3,588
528.32.45.00 Operating Rentals & Leases	211,285
528.32.46.00 Insurance	92,112
528.32.47.01 Water	2,112

# Operating Appropriation

528.32.47.02	Sewer	3,637
528.32.47	Electricity	113,066
528.32.47.05	Waste Disposal	3,259
528.32.47.06	Cable TV	542
528.32.48.00	Repairs & Maint-Building	95,210
528.32.48.02	Repairs & Maint-Equipment	82,292
528.32.48.03	Repairs & Maint-Comp Equip	422,728
528.32.49.00	Dues/Subscriptions/Members	5,372
528.32.49.01	Bank & Credit Card	1,250
528.32.49.03	Registration & Tuition	13,776
528.32.49.04	Other Miscellaneous	42,000
528.32.41.16	KCIS Charges (GIS)	140,361
528.32.41.13	KCIS Charges (Network & Security)	67,679
528.33.35.00	Small Tools and Equipment	1,559
528.33.35.01	Computer Software	2,750
528.33.35.02	Small Computer Equipment	9,075
528.33.42.01	Cellular Telephone	157,270
528.33.48.02	Repairs & Maint- Equipment	1,203
528.33.48.03	Repairs & Maint-Comp Equip	36,273
528.33.41.11	KCIS Charges (I/Leads)	141,089
<b>Sub Total - Supplies and Services</b>		<b>2,011,702</b>
<b>Total Operating Budget Appropriation Request</b>		<b>9,929,752</b>



# Technical Projects Appropriation

Account Description	2018 Adopted
Systems Technician (Project)	106,418
NG911 (Geospatial Routing) Systems Technician (Project)	53,209
<b>Sub Total - Wages, Salaries, and Benefits</b>	<b>159,627</b>
1 Backup Center (Complete Phase 1)	149,269
2 Technical Planning	50,000
3 Multi-Factor Authentication	10,000
4 Alerting*	1,000,000
5 ASAP to PSAP	150,000
6 NG911 Geospatial Routing	120,000
7 Closest Fire Unit Dispatching	80,000
8 Virtual Desktops for Dispatch Floor	25,000
9 Equipment Room Cooling	300,000
10 Backup Center (Phase 2)	180,000
11 Technology Monitoring System	75,000
12 Facility AV System	80,000
13 Vehicle Replacement	32,000
14 Instant Recorder/Playback Replacement	35,000
15 Tower Site Upgrades	95,000
16 MCT NPRVs	15,000
<b>Sub Total - Supplies and Services</b>	<b>2,396,269</b>
<b>Total Technical Projects Appropriation Request</b>	<b>2,555,896</b>
Estimated Ending Fund Balance*	1,475,609

Note: Estimated Ending Fund Balance includes \$1,103,000 Stabalization Fund and 85,000 Gold Mtn Lease

# Service Fees

Service Fees (Agency Allocations)	
	2018 Allocations
Kitsap County	\$ 622,876
Kitsap Coroner	\$ 7,699
Poulsbo PD	\$ 93,692
Bainbridge Island PD	\$ 114,757
Port Orchard PD	\$ 162,881
Suquamish PD	\$ 54,941
Pt. Gamble PD	\$ 19,882
Bremerton PD	\$ 377,860
Bremerton Fire	\$ 232,540
North Kitsap F&R	\$ 75,396
Port Gamble Fire	\$ 4,821
Central Kitsap F&R	\$ 215,264
South Kitsap F&R	\$ 272,951
Poulsbo Fire/FD18	\$ 103,428
Bainbridge Island Fire	\$ 82,661

# **Kitsap 911 Public Authority**

## **Resolution 2017-007**

### **Establishing the Kitsap 911 Board of Directors Meeting schedule for 2018.**

**WHEREAS**, on April 25, 2016 the Board of County Commissioners enacted an ordinance adopting chapter 2.110 of the Kitsap County code, creating the Kitsap 911 Public Authority; and

**WHEREAS**, the Kitsap 911 Charter established the Kitsap 911 Board of Directors; and

**WHEREAS**, the ordinance, charter, and bylaws require the board to meet regularly, but not less than four times a year; and

**WHEREAS**, meetings of the Kitsap 911 Board of Directors must comply with 42.30 RCW (the Open Public Meetings Act); and

**WHEREAS**, 42.30.070 RCW states “The governing body of a public agency shall provide the time for holding regular meetings by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body.

**NOW, THEREFORE, BE IT RESOLVED** by the Kitsap 911 Board of Directors as follows:

**Section 1. Meeting Schedule.** The following Kitsap 911 Board of Directors meeting schedule is adopted:

March 6, 2018 12:30 to 1:30 Regular Meeting at the Norm Dicks Government Center, Council Chambers

June 5, 2018 12:30 to 1:30 Regular Meeting at the Norm Dicks Government Center, Council Chambers

July 20th, 2018 12:00 to 4:00 Budget Meeting at Kitsap 911/CENCOM

September 4, 2018 12:30 to 1:30 Regular Meeting at the Norm Dicks Government Center, Council Chambers

December 4, 2018 12:30 to 1:30 Regular Meeting at the Norm Dicks Government Center, Council Chambers

March 5, 2019 12:30 to 1:30 Regular Meeting at the Norm Dicks Government Center, Council Chambers

**MOVED AND PASSED** at a meeting of the Kitsap 911 Board of Directors on December 5, 2017 of which all Directors were notified and a quorum was present.

**KITSAP 911 BOARD OF DIRECTORS**

---

DAVID ELLINGSON, CHAIR

ATTEST:

---

Richard A. Kirton, Executive Director

# Executive Summary

## Kitsap 911 Board of Directors

**Summary:** For the period ended **September 30, 2017** (75.0% of the year elapsed), revenues are still trending above and expenses below projections.

**Revenues:** We have received 80.32% (\$7.40M) of budgeted revenues through September 2017, with a YTD goal of 74.41%.

Sales tax revenue continues to be above projections for 2017, with our total 6.65% above the September YTD goal. We have received 80.25% of the total budgeted sales tax revenue with a YTD goal of 73.60%.

Reversing the effect of the VOIP excise tax audit payment received in April, we have received approximately 78.11% of the total budgeted Excise tax revenue with a YTD goal of the 74.71%.

Other revenues, which now include the State grant above, are tracking above projections with 82.43% received of the 75.40% expected. Fluctuations in MCT hardware purchases and the timing of related reimbursements can make this category of revenue fluctuate.

	Expected \$	Actual \$	Variance \$	
<b>Total Revenue</b>	<b>6.86 M</b>	<b>7.40 M</b>	<b>0.54 M</b>	●
Sales Tax	3.06 M	3.34 M	0.28 M	●
Excise Tax*	1.80 M	1.88 M	0.08 M	●
Other Revenues	2.00 M	2.19 M	0.19 M	●
	Expected %	Actual %	Variance %	
<b>Total Revenue</b>	<b>74.41%</b>	<b>80.32%</b>	<b>5.91%</b>	●
Sales Tax	73.60%	80.25%	6.65%	●
Excise Tax*	74.71%	78.11%	3.40%	●
Other Revenues	75.40%	82.43%	7.03%	●
*Excise Tax excludes one-time excise tax audit payment in April				

**Expenditures:** We have expended 67.59% (\$6.85M of \$10.1M) of our **total** appropriation with a YTD goal of 73.95%. We have expended 69.13% (\$6.28M of \$9.08M) of our **operating** appropriation, excluding debt service, with a YTD goal of 73.19%.

Within the operating expenditures, Salaries and Benefits on par with projections. We have expended 73.00% of the total YTD Salaries and Benefits budget (\$5.10M of \$7.00M) with a goal of 73.05%.

Non-Labor operating expenditures (excluding debt service) are 17.42% below expected.

We have expended 61.91% of the total Operating Supplies, Services, Inter-fund, and Bond budget (\$1.57M of \$2.54M) with a goal of 76.16%. As noted in the revenue section above, fluctuations in timing and amounts of MCT purchases can cause variations in this category.

	<b>Expected \$</b>	<b>Actual \$</b>	<b>Variance \$</b>	
<b>Total Expenditures</b>	<b>7.49 M</b>	<b>6.85 M</b>	<b>0.64 M</b>	●
Operating Salaries & Benefits	5.10 M	5.10 M	0.00 M	●
Operating Non-Labor	1.54 M	1.18 M	0.37 M	●
Operating Non-Labor & Debt Service	2.54 M	1.57 M	0.97 M	●
Total Technology	0.46 M	0.18 M	0.28 M	●
	<b>Expected %</b>	<b>Actual %</b>	<b>Variance %</b>	
<b>Total Expenditures</b>	<b>73.95%</b>	<b>67.59%</b>	<b>6.36%</b>	●
Operating Salaries & Benefits	73.05%	73.00%	0.05%	●
Operating Non-Labor	73.66%	56.24%	17.42%	●
Operating Non-Labor & Debt Service	76.16%	61.91%	14.25%	●
Total Technology	75.00%	29.23%	45.77%	●

**Reserves:** No reserves have been used year-to-date.

**Risks:** None identified.

### **State Revenue Update**

The Economic and Revenue Forecast Council released its quarterly revenue forecast on September 20. In its update, the Council estimates that projected General Fund-State (GF-S) revenue for the 2017-19 biennium will be up by \$279 million, and \$243 million for the 2019-21 biennium.

Legislative changes, which occurred after the June forecast, also added \$2.1 billion in new revenue for a total change of \$2.4 billion to the 2017-19 biennium.

Major legislative revenue changes included:

- an increase in the state property tax levy for basic education (\$1.6B)
- extending sales and B&O taxes to some online sales (\$353M)
- repealing the sales tax exemption for bottled water (\$117M)

These legislative changes are expected to add \$3.3 billion to the 2019-21 biennium from state property tax (\$2.5B), online sales (\$718M) and sales tax on bottled water (\$115M).



# Kitsap 911

## Monthly Financials for the 9 months ended 09/30/2017

Description	2017 Annual Budget - Amended	Jan - Sept Expected 2017 Budget \$	Jan - Sept Expected 2017 Budget %	Jan - Sept Actual 2017	Delta	
					\$	%
<b>Revenues</b>						
Sales Tax	\$4,156,196	\$3,059,040	73.60%	\$3,335,265	\$276,225	80.25%
Telephone Excise Tax	2,408,805	1,799,735	74.71%	1,881,615	81,880	78.11%
Other Revenues	2,650,929	1,998,697	75.40%	2,185,174	186,477	82.43%
<b>Total Revenues</b>	<b>\$9,215,930</b>	<b>\$6,857,472</b>	<b>74.41%</b>	<b>\$7,402,054</b>	<b>\$544,582</b>	<b>80.32%</b>
<b>Expenditures</b>						
<b>Operating Labor</b>						
Salaries	\$5,255,014	\$3,838,840	73.05%	\$3,638,244	\$1,616,770	69.23%
Payroll Taxes	500,010	365,262	73.05%	314,105	185,905	62.82%
Benefits	1,556,826	1,137,277	73.05%	1,146,849	409,977	73.67%
Budgeted Attrition	(327,008)	(238,883)	73.05%	0	(327,008)	0.00%
<b>Total Labor</b>	<b>\$6,984,842</b>	<b>\$5,102,497</b>	<b>73.05%</b>	<b>\$5,099,197</b>	<b>\$1,885,645</b>	<b>73.00%</b>
<b>Operating Expenditures</b>						
Supplies	\$115,023	\$74,916	65.13%	\$111,251	\$3,772	96.72%
Professional Services	488,506	321,903	65.90%	161,036	327,470	32.97%
Communications	196,045	134,973	68.85%	158,884	37,161	81.04%
Travel	41,674	30,605	73.44%	21,070	20,604	50.56%
Advertising	3,500	2,798	79.94%	5,659	(2,159)	161.69%
Operating Rents/Leases	190,773	121,318	63.59%	70,948	119,825	37.19%
Insurance	77,408	77,408	100.00%	77,993	(585)	100.76%
Utilities	123,132	83,475	67.79%	107,001	16,131	86.90%
Repairs & Maintenance	782,943	641,318	81.91%	437,730	345,213	55.91%
Miscellaneous	77,412	55,570	71.79%	27,464	49,948	35.48%
<b>Total Non-Labor</b>	<b>\$2,096,416</b>	<b>\$1,544,284</b>	<b>73.66%</b>	<b>\$1,179,037</b>	<b>\$917,379</b>	<b>56.24%</b>
<b>Total Operating Expenditures</b>	<b>9,081,258</b>	<b>6,646,781</b>	<b>73.19%</b>	<b>6,278,234</b>	<b>2,803,024</b>	<b>69.13%</b>
<b>Debt Service</b>						
LTGO Bond 2005 Refdg - Principal	\$336,049	\$336,049	100.00%	\$339,508	(\$3,459)	101.03%
LTGO Bond 2005 Refdg - Interest	106,506	53,253	50.00%	53,253	53,253	50.00%
<b>Total Debt Service</b>	<b>\$442,555</b>	<b>\$389,302</b>	<b>87.97%</b>	<b>\$392,761</b>	<b>\$49,794</b>	<b>88.75%</b>
<b>Technology Expenditures</b>						
Miscellaneous Tech	\$413,759	\$310,319	75.00%	\$80,218	\$333,541	19.39%
Backup Center	58,288	43,716	75.00%	0	58,288	0.00%
ACOM Expenses	0	0	0.00%	0	0	0.00%
Next Generation 911	137,256	102,942	75.00%	97,891	39,365	71.32%
<b>Total Technology Expenditures</b>	<b>\$609,303</b>	<b>\$456,977</b>	<b>75.00%</b>	<b>\$178,109</b>	<b>\$431,194</b>	<b>29.23%</b>
<b>Total Expenditures</b>	<b>\$10,133,116</b>	<b>\$7,493,061</b>	<b>73.95%</b>	<b>\$6,849,104</b>	<b>\$3,284,012</b>	<b>67.59%</b>

## Remaining Transition Tasks and Key Initiatives

A key initiative is a project with a significant resource impact

Line	Status	Priority	Goal	
1	Mostly Complete	T	Contract "assignment"	3/31/2017
2	Mostly Complete	T	Lease Agreements (Gold Mtn, etc)	3/31/2017
3	Complete	T	Set up electronic payments to state, feds, etc	3/31/2017
4	Complete	T	Utilities	2/28/2017
5	Progress	T	User Agreements (Cities, county tribes)	2/28/2017
6	Progress	T	Transfer of Building, DEM facility agreement	3/31/2017
7	Complete	T	DIS service agreement	3/31/2017
8	Progress	T	User Agreements (KAR, BIAA)	2/28/2017
9	Complete	T	Authorize disposal of surplus equipment	2/28/2017
10	Complete	T	Terminate CENCOM ILA (eff. 1q2017)	3/31/2017
11	Complete	1	Financial Policies/Controls	3/31/2017
12	Complete	1	Email Domain	3/31/2017
13	On Track	1	Long Range Plan (Tech/Finance and Ops focus)	4/30/2018
14	Complete	1	CAD Upgrade (Maintenance Release)	2Q17
14A	Mostly Complete-	1	MCT Software Upgrade (Maintenance Release)	3Q17
15	On Track/Progress	1	Develop proposal for reducing call to en-route times	3Q17
16	Complete	1	Replace DC Battery System at Gold Mountain	3Q17
17	At Risk	1	Backup Center	3Q17
18	Complete	1	Deploy HR Software	3Q17
19	Pending/Progress	1	ESINet Cutover (State driven estimated window= Oct 17 to Aug 18)	TBD
20	Complete	2	Office 365 deployment	9/30/2017
21	Complete	2	Upgrade Zetron Max Software	4Q17
22	At Risk	2	Mobile Responder Deployment	3Q17
23	Complete	2	Backup Fire Dispatching Process	3Q17
24	On Track	2	Security System @Carver (Incl Cameras)	4Q17
25	At Risk	2	Multi Factor Authentication	4Q2017
26	Ongoing	2	Secure Funding For Bainbridge Island Tower (Winslow Area)	Ongoing
27	Ongoing	2	Secure Additional Frequency Licenses	Ongoing
28	Complete/Ongoing	3	Sharepoint (including website)	12/31/2017
29	At Risk	3	Support Address Correction Efforts	12/31/2017
30	On Track	3	Update all Policies and Procedures	6/30/2018
31	At Risk	3	Complete Transition to GeoSpatial Routing (State Driven)	6/30/2018
32	On Track	3	AVL Based Deployments	4Q17
33	On Track	3	Technology Monitoring (System Design)	4Q17
34	Ongoing	3	Training - Continuous Improvement Process	Ongoing
35	Ongoing	3	Hiring Process- Continuous Improvement Process	Ongoing
36	On Track/Carry Fwd	3	Tower Site Improvements	4Q17
37	On Hold	4	Upgrade Radio Consoles	TBD
38	At Risk/Carry Fwd	3	Microwave System Improvements	TBD
39				
40				