

Kitsap 911 Board of Directors Meeting

May 5, 2021 (2:30 to 4:00)

Virtual Meeting

A G E N D A

1	Call to Order	(Chair)
2	Additions to the agenda	(Chair)
3	Public Comment (Limited to 2 minutes per speaker)	(Kirton)
Action Items		
4	Approval of Minutes from 03/02/2021	(Chair)
5	Adoption of Resolution 2021-002 Requesting the Board of County Commissioners Place a Proposition on the November 2, 2021 Ballot to Increase the Sales and Use Tax for Emergency Communications Systems and Facilities to 2/10ths of 1 percent.	(Kirton)
Reports		
6	Executive Committee Report <ul style="list-style-type: none">• Approved various warrants, payroll and electronic fund transfers• Received regular staff reports• Ratification of contract K911-044 Washington State Traffic Commission• Washington State Auditor Exit Conference for fiscal year 2019 Actions taken by Executive Director under Resolution 2020-003 Declaring an Emergency <ul style="list-style-type: none">• Partial extension of EPSL	(Kirton/Wiley)
7	Staffing Report	(Taylor)
8	Finance Report	(Rogers)
9	2021 Goals and Tech Project Report	(Wecker)
10	Good of the Order	(All)
11	Adjourn	(Chair)

Public Comment may be submitted to pubcomment@kitsap911.org All comments received prior to 1:30 PM on May 3, 2021 will be included in the public comment report (item 3 of the agenda). Comments received after that will be distributed to Kitsap 911 Board members after the meeting concludes. Members of the public may also comment during the meeting via zoom.

You are invited to a Zoom webinar.

When: May 4, 2021 02:30 PM Pacific Time (US and Canada)

Topic: Kitsap 911 Board of Directors

Please click the link below to join the webinar:

<https://zoom.us/j/97672585346?pwd=TVdrMzJFaFMwbEFuSDRCMFA1d3VhUT09>

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**Kitsap 911 Board of Directors Meeting on
March 2, 2021 Via Virtual Teams Meeting**

ATTENDING:

Board of Directors:

Ed Wolfe-Kitsap County Commissioner
Charlotte Garrido, Kitsap County Commissioner
Robert Gelder- Kitsap County Commissioner
Sheriff Gary Simpson- Kitsap County
Joe Deets-City of Bainbridge Island
Becky Erickson- City of Poulsbo Mayor (Chair)
Rob Putaansuu- City of Port Orchard Mayor
Greg Wheeler-City of Bremerton Mayor
David Ellingson-Fire Commissioner (Vice Chair)
Dusty Wiley-Fire Commissioner
Bob Muhleman- Fire Commissioner
Leslie Daug- City of Bremerton Council Member
Kol Medina- City of Bainbridge Island Mayor

Staff:

Richard Kirton- Executive Director
Maria Jameson-Owens-Deputy Director
Rachael Taylor-Human Resource Manager
Brandon Wecker-Technician Service Manager
Jamie Donley- Deputy Operations Manager
Stephanie Browning- Administrative Specialist

Absent:

Kevin Gorman-City of Bremerton Council Member
Steve Rogers-Financial Manager

Guests:

Chief Joe Clark-Chair of SAB and Police Chief of Bainbridge Island

Chief Jeff Faucett- Vice Chair of SAB and Chief of South Kitsap Fire and Rescue

Call to Order: Chair Becky Erickson called the meeting to order at 12:15 pm.

Additions: None

Public Comment: None

Welcome New Kitsap 911 Board of Directors:

The Board welcome Director Joe Deets from the City of Bainbridge Island

Approval of Minutes:

**Director Robert Gelder moved to approve the minutes from October 6, 2020
Motion was seconded by Director David Ellingson. One abstention by Director Gary
Simpson. Motion passed.**

Adoption of Resolution 2021-001- 2021 Board of Directors Meeting Schedule

**Director Dusty Wiley made a motion to approve Resolution 2021-001. Motion was
seconded by Director Robert Gelder. Motion passed.**

Election of Chair and Vice Chair

**Director Greg Wheeler made a motion to nominate Director David Ellingson as the Chair
of the Kitsap 911 Board of Directors. Motion was seconded by Director Bob Muhleman.
Motion passed.**

**Director David Ellingson made a motion to nominate Director Greg Wheeler as the Vice
Chair of the Kitsap 911 Board of Directors. Motion was seconded by Bob Muhleman.
Motion passed.**

Appointment of Executive Committee

The Board of Directors discussed their representatives on the Executive Committee and the following members were appointed.

Chair of Board of Directors David Ellingson
Director Greg Wheeler representing City of Bremerton
Director Dusty Wiley representing the Fire Commissioners
Director Becky Erickson represented the Small Cities
Director Sheriff Gary Simpson representing Kitsap County

Performance Measure Presentation

Deputy Director Maria Jameson-Owens presented the 2020 Performance Measure Report. This is the eleventh year of the report. This report is available on www.kitsap911.org. The following were questions asked from the Board of Directors:

Chair Ellingson asked Mrs. Jameson-Owens to elaborate regarding the vacancies as Director Sheriff Simpson asked about the 18 vacant positions via Chat. Mrs. Jameson-Owens said there were 4-6 vacancies at the beginning of the year and many applicants did not make it through the recruitment process. There were multiple staff retirements and relocations.

Chair Ellingson asked how text to 911 is going and is Kitsap 911 receiving the correct 911 calls via text. Mrs. Jameson-Owens said the number has increased, but only 300 text per year. Most should have been a call to 911.

Director Becky Erickson asked what the plan was in order backfill the 18 positions. Mrs. Jameson-Owens said there is a hiring process happening right now with 23 eligible applicants moving on to backgrounds for an April start date. Kitsap 911 is looking at creative ways to be able to train more people, as to train they have to take qualified people off the floor.

Director Becky Erickson asked if other dispatch centers are facing a similar shortage of staff. Mrs. Jameson-Owens said yes, everyone in Washington State and others across the country are facing the same challenges.

Executive Committee Report

Mr. Kirton reported the executive committee has been meeting virtually regularly and have done the following:

- Approved various warrants, payroll, and electronic fund transfers
- Received regular staff reports
- Ratification of contract K911-040 Cares Subrecipient Agreement with Kitsap County
- Ratification of amendment to contract K911 Cares Subrecipient Agreement with Kitsap 911
- Adoption of Resolution 2020-007 Adopting Wage and Salary Ranges for Unrepresented Administrative and Management Employees
- Adoption of updates to Governing Directive 246-Employee Recognition

Actions taken by the Executive Director under Resolution 2020-003 Declaring an Emergency:

- Waiver of certain purchasing requirements and limits: A Holiday Parks purchase was approved based on this resolution and is related to the CARES project. The project added a UV purification system to the air handling units in the Kitsap 911 facility. Total cost was \$35,245.15 with the equipment funded through cares, and the installation costs split between Kitsap 911 and DEM

- Waiver of certain purchasing requirements and limits: In order to meet the delivery and payment timeline requirements to receive CARES funding, Kitsap 911 credit card limits were temporarily increased and use of the cards for certain material goods that would normally be purchased with a warrant paid directly to the vendor was authorized. All other purchasing requirements were followed. Credit limits have since been returned to normal levels and regular purchasing processes reinstated. Additionally, the emergency paid sick leave provision, which had been scheduled to expire 12/31/2020, was extended through March 31, 2021

Staffing Report

Deputy Director Maria Jameson-Owens reported there are eighteen vacant positions on the dispatch floor. There is a current hiring in process and Kitsap 911 is looking for alternate ways to accomplish training with limited trainers. She has reached out to other 911 centers to see what recruitment advertising has been effective for them and we are going to try Valpak.

Finance Report

Director Richard Kirton reported on the January finance report. The revenues were 2% higher than anticipated and the expenditures are in line with the expectations.

Emerging Issues

Mr. Kirton said this as a new line to the agenda. This is the section of the meeting where Kitsap 911 will report on things that are being worked on or will be coming out soon that do not need board action, but the board needs to be aware of. Technical Systems Manager Brandon Wecker provided a presentation on the Simulcast tuning project, which showed the areas in the county where there were significant areas of radio coverage and quality problems. Director Ellingson asked if the noise levels are generated from LED lights and electrical equipment in these areas. Mr. Wecker said in some of the areas we can find the buildings and work with the owners to reduce them, but to really address the issue would be to move to a 700 spectrum with an additional trunked radio system. Director Erickson asked if there is a business that generates noise, the local jurisdictions should be notified. Director Deeds would like to be notified of any building design features that cause disturbance or noise floor increases.

2021 Goals and Tech Project Report

Technical Systems Manager Brandon Wecker provided the following report:

** Radio Coverage and Simulcast tuning*

**2019-03 Rapid SOS* – This project will integrate more precise GPS location information into the 911 phone system and pass that information on to the CAD system. Kitsap 911 is working with the vendors this week on the potential fix for the information to spill into CAD and hope to have more good news at the next meeting.

**2019-05 ASAP to PSAP*- This project will allow alarm companies to automatically create events

when an alarm is activated into CAD. Continuing to work through this with the vendor and Washington State Patrol.

**2019-20 Alerting-* This project would deploy a digital alerting system in all fire stations along with a text to speech component. Working to complete the last remaining agency, Bremerton Fire, and cleaning up some issues. This project is still on track for its completion date. Director Ellingson ask if this project was on cost target as there was approximately one million dollars allocated for this. Mr. Wecker said he will know at the close out of the project.

**2020-27 Replacement of Help Desk Software-* This project will be evaluating software to replace current helpdesk software. Looking to extend this research period and a technician is assigned and working on this research.

**2020-28 Replacement of Inventory Control Software-* This project is evaluating the replacement of the current system for inventory. A technician has been assigned and working on this research.

101-Simocast Tuning- This plan is in progress to adjust the timing and will be going to the Radio Steering Committee to incorporate their feedback. The next step is to assign a technician to investigate the noise floor issues in Kingston and Poulsbo.

Good of the Order

The meeting was adjourned at 13:14 PM.

***The next scheduled meeting of the Kitsap 911 Board of Directors is May 4, 2021 at 2:30
Virtually***

Kitsap 911 Public Authority

Resolution 2021-002

Requesting the Board of County Commissioners Place a Proposition on the November 2, 2021 Ballot to Increase the Sales and Use Tax for Emergency Communications Systems and Facilities to 2/10^{ths} of 1 percent.

WHEREAS, the Kitsap 911 Public Authority, a public corporation organized under RCW 35.21.730, is the countywide 9-1-1 answering point and emergency services dispatch center for all fire services, law enforcement, emergency medical services, and animal rescue; and

WHEREAS, the public safety agencies in Kitsap County including: Bainbridge Island Fire Department, Bainbridge Island Police Department, Bremerton Fire Department, Bremerton Police Department, Central Kitsap Fire and Rescue, Kitsap County Sheriff's Office, Kitsap Humane Society Animal Rescue and Enforcement, Port Gamble Police Department and Department of Natural Resources, Port Orchard Police Department, Poulsbo Fire Department, Poulsbo Police Department, South Kitsap Fire and Rescue, and Suquamish Police Department, all rely on Kitsap 911's radio system as the primary means for transmitting mission-critical communications between emergency responders; and

WHEREAS, Kitsap 911's emergency communications systems are absolutely essential for the safety of Kitsap County residents, visitors and first responders; and

WHEREAS, the existing radio communication system and infrastructure is failing to provide reliable emergency communications in all areas of Kitsap County and cannot accommodate the volume of radio traffic required during emergencies putting the public, first responders and property at risk; and

WHEREAS, other portions of the Kitsap 911 infrastructure are technically obsolete, no longer supported by the manufacturer or are approaching end of life; and

WHEREAS, existing funding mechanisms for Kitsap 911 are not adequate to support capital improvements required to provide reliable emergency communications in Kitsap County; and

WHEREAS, the legislature amended RCW 82.14.420 to increase the maximum sales and use tax for emergency communications systems and facilities to two-tenths of one percent, provided that a proposition must be submitted to the voters to increase the tax rate; and

WHEREAS, under the Washington State Law, the Ordinance and Kitsap 911's Charter, the Board of County Commissioners remain the taxing authority for the sales and use tax for emergency communications systems and facilities; and

WHEREAS, it is the Board's intent that these revenues be primarily used to fund the radio system replacement and thereafter to create a committed Capital Improvement/Equipment Replacement Reserve, and to fund such capital improvements, equipment replacement and operating costs as the Board may authorize.

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

Section 1. Ballot Measure. The Kitsap 911 Board of Directors incorporates by reference the recitals set forth above and requests the Board of County Commissioners place a proposition on the November 2021 ballot to increase the sales and use tax for emergency communications systems and facilities authorized under RCW 82.14.420 to two-tenths of one percent.

Section 2. Election Costs. Kitsap 911 will pay the portion of the election costs required to place this proposition on the ballot.

Section 3. Executive Committee Authority. The Kitsap 911 Executive Committee is authorized to take all necessary steps to ensure the proposition is placed on the ballot.

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 May 4, 2021 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 three months ended March 31, 2021 (25.00% of the year elapsed), both revenues and expenditures were in-line with expectations.

Revenues: As of March 2021, we have received approximately \$2.9M (28.97%) of projected annual revenues, exceeding our year-to-date forecast of \$2.4M (23.81%) by approximately \$518K (5.16%).

	Expected \$	Actual \$	Variance \$	
Total Revenue	2.39 M	2.91 M	0.52 M	●
Sales Tax	1.08 M	1.51 M	0.43 M	●
Excise Tax	0.59 M	0.65 M	0.07 M	●
Other Revenues	0.72 M	0.75 M	0.02 M	●

	Expected %	Actual %	Variance %	
Total Revenue	23.81%	28.97%	5.16%	●
Sales Tax	24.76%	34.51%	9.75%	●
Excise Tax	23.08%	25.77%	2.69%	●
Other Revenues	23.08%	23.86%	0.78%	●

We have received approximately \$1.5M (34.51%) of the total projected sales tax revenues, which was above our year-to-date forecast (24.76%), exceeding expectations by approximately \$426K (9.75%).

We have received approximately \$653K (25.77%) of the total projected excise tax revenues, which was above our year-to-date forecast (25.77%), exceeding expectations by approximately \$68K (2.69%).

Other revenues received were \$749K (23.86%), which was in line with our year-to-date forecast (23.08%) by approximately \$25K (0.78%). Fluctuations in MCT hardware purchases and the timing of related reimbursements routinely cause fluctuations in this category. For March 2021, the primary driver behind the fluctuation was the receipt of the lagging user agency fee payments from the prior month.

Kitsap County is presently in Phase 3 of its *Road to Recovery* plan, and we are hopeful that the trend continues toward a full reopening of the local economy. If this happens, we believe sales tax revenues will remain stable, however, the possibility of moving back to a previous phase, as well as the fact that the full financial impact of COVID-19 is presently unknown remain our largest concerns with respect to our primary source of revenue.

Operating Expenditures: As of March 2021, we have expended approximately \$2.6M (23.52%) of our total operating expenditures appropriation, which was approximately \$277K less than our year-to-date expectation of \$2.9M (26.00%).

	Expected \$	Actual \$	Variance \$	
Total Operating Expenditures	2.90 M	2.62 M	0.28 M	●
Operating Salaries & Benefits	2.12 M	1.93 M	0.20 M	●
Operating Non-Labor	0.78 M	0.70 M	0.08 M	●

	Expected %	Actual %	Variance %	
Total Operating Expenditures	26.00%	23.52%	2.48%	●
Operating Salaries & Benefits	23.60%	21.41%	2.19%	●
Operating Non-Labor	36.03%	32.34%	3.69%	●

We have expended approximately \$1.9M (21.41%) of our total salaries and benefits budget, which was less than our year-to-date goal of \$2.1M (23.60%) by approximately \$198K (9.31%).

We have expended approximately \$697K (32.34%) of the total Operating Supplies, Services, and Inter-fund expenditures, which was less than our year-to-date expectations of \$776K (36.03%) by approximately \$79K.

Capital Expenditures: As of March 2021, we have expended approximately \$269K (29.05%) of our total annual appropriation of \$925K.

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

Risks: The ongoing economic impact of the COVID-19 pandemic continues to pose the greatest risk to our revenues, primarily because Kitsap 911's main source of revenue is its share of Kitsap County's sales tax receipts. Given the economy's stable performance over the past few months, our outlook for the year has improved, however, until market activity returns to normal levels, material instability in our financial landscape is possible. It was primarily due to the unknown financial impact of COVID-19 that in 2020, we projected our 2021 sales tax receipts very conservatively, as well as deferred certain maintenance and other operational costs. The positive economic signals currently present are encouraging, but the risk of decreased taxable economic activity due to a regression to an earlier phase of the *Road to Recovery* remains as a concern. We will continue to monitor this and will likely have a mid-year budget amendment for Board consideration.



Kitsap 911

Fund Balance Detail

as of
03/31/2021

Nonspendable	
None	
Total Nonspendable	\$ -
Restricted	
Stabilization Fund	\$ 1,204,219.00
Fire Alerting Project	422,119.41
Flex Spending Account	15,366.15
Total Restricted	\$ 1,641,704.56
Committed	
<u>Capital Projects and Technical System Upgrades</u>	
MCT NPRVs	72,652.74
Backup Center	139,963.01
ASAP to PSAP	29,104.47
Tower Site Improvements	14,942.17
Furnishings Upgrades/Replacements	2,500.00
Simulcast Tuning	13,125.00
Microwave Design/Prep	98,454.99
JACE Replacement for HVAC	15,000.00
First Due Annual Maintenance	11,316.00
Server Virtualization and Cyber Security	55,000.00
Subtotal	452,058.38
<u>Operations</u>	
Election Costs for SB5272	\$ 150,000.00
Subtotal	150,000.00
Total Committed	\$ 602,058.38
Assigned	
Equipment Replacement	\$ 983,000.00
Payroll Cashflow	811,231.51
Stabilization Fund Adjustment	730,916.00
Total Assigned	\$ 2,525,147.51



Kitsap 911

Fund Balance Summary

Net Fund Position		as of 03/31/2021
Temporary Investment Balance		\$ 3,237,387.11
Cash Balance		
Warrant Account		1,610,680.93
Payroll Account		611,231.51
Flex Spending Account		15,366.15
Petty Cash		1,160.48
Cash Subtotal		2,238,439.07
Total Cash and Cash Equivalents		5,475,826.18
Add: Outstanding Warrants		126,609.41
Less: Outstanding Receivables		-
Net Fund Position		\$ 5,602,435.59

Cash and Investment Categories		as of 03/31/2021
Fund Balances		
Nonspendable		-
Restricted		\$ 1,641,704.56
Committed		602,058.38
Assigned		2,525,147.51
Unassigned		833,525.14
Total Fund Balance		\$ 5,602,435.59

Definitions:

Nonspendable: These are amounts that according to laws or contracts cannot be spent. This category applies to items like permanent endowments when the donor stipulates that the principal amount of the contribution must be preserved and invested and only the earning can be used for governmental purposes.

Restricted: Indicates the portion of cash and investments balance that is subject to externally enforceable legal restrictions (imposed by creditors, grantors, donors, other governments, etc.). The restrictions may also be imposed by law through constitutional provisions or enabling legislation.

Committed: Indicates the portion of cash and investments' balance that represents resources whose use is constrained by specific limitations that the government imposes upon itself at the highest level of decision making (normally the governing body: e.g., board of commissioners, board of directors, board of supervisors, council, etc.) through a most binding formal action (e.g., resolution, ordinance, etc.) and that remains binding unless removed in the same manner. A motion, plan or stated management intent regarding how resources will be used does not meet the criteria.

Assigned: Indicates the portion of fund balance that reflects a government's intended use of resources. These are amounts intended to be used by the government for specific purposes that are neither restricted nor committed.

Unassigned: This is the amount remaining in the fund after classifying amounts as nonspendable, restricted, committed, or assigned. Unassigned amounts are technically available for any purpose.

Warrants Outstanding: This is the sum of payments made to vendors which have not yet cleared the bank as of the date of this balance sheet. It may be comprised of expenditures paid for out of any of the fund categories.



Kitsap 911

Monthly Financials for the Month Ended 03/31/2021

Description	2021 Annual Budget	March Expected 2021 Budget \$	March Expected 2021 Budget %	March Actual 2021	Delta to Annual Budget		Delta to YTD Budget		
					\$	%	\$	%	
Revenues									
Sales Tax	\$4,367,555.00	\$ 1,081,407	24.76%	\$ 1,507,028	\$2,860,527	34.51%	\$425,621	139.36%	
Telephone Excise Tax	2,535,066	585,015	23.08%	653,184	1,881,881	25.77%	68,169	111.65%	
Other Revenues	3,138,474	724,263	23.08%	748,800	2,389,674	23.86%	24,537	103.39%	
Total Revenues	\$10,041,094	\$2,390,685	23.81%	\$ 2,909,012	\$7,132,082	28.97%	\$518,327	121.68%	
Expenditures									
Operating Labor									
Salaries	\$ 6,863,390	\$ 1,583,859	23.08%	\$ 1,344,017	\$5,519,372	19.58%	(\$239,842)	84.86%	
Payroll Taxes	548,919	137,230	25.00%	110,276	438,643	20.09%	(26,954)	80.36%	
Benefits	1,918,748	479,687	25.00%	471,707	1,447,041	24.58%	(7,980)	98.34%	
Budgeted Attrition	(334,227)	(77,129)	23.08%	0	(334,227)	0.00%	77,129	0.00%	
Total Labor	\$ 8,996,830	\$ 2,123,647	23.60%	\$ 1,926,000	\$7,070,830	21.41%	(\$197,646)	90.69%	
Operating Expenditures									
Supplies	\$ 197,733	\$ 152,255	77.00%	\$ 182,889	\$14,845	92.49%	\$30,634	120.12%	
Professional Services	394,837	87,140	22.07%	44,591	350,245	11.29%	(42,549)	51.17%	
Communications	224,537	63,533	28.30%	56,963	167,574	25.37%	(6,570)	89.66%	
Travel	24,437	4,187	17.14%	2,080	22,358	8.51%	(2,108)	49.67%	
Advertising	3,833	1,927	50.29%	690	3,143	18.00%	(1,238)	35.79%	
Operating Rents/Leases	231,219	29,600	12.80%	48,654	182,565	21.04%	19,053	164.37%	
Insurance	151,228	52,021	34.40%	0	151,228	0.00%	(52,021)	0.00%	
Utilities	145,176	38,546	26.55%	34,786	110,390	23.96%	(3,760)	90.25%	
Repairs & Maintenance	726,811	327,984	45.13%	313,087	413,724	43.08%	(14,897)	95.46%	
Miscellaneous	54,107	18,784	34.72%	12,901	41,206	23.84%	(5,883)	68.68%	
Total Non-Labor	2,153,918	775,977	36.03%	696,641	\$1,457,278	32.34%	(\$79,337)	89.78%	
Total Operating Expenditures	\$ 11,150,748	\$ 2,899,624	26.00%	\$ 2,622,641	\$8,528,107	23.52%	(\$276,983)	90.45%	
Capital Expenditures									
Technical Projects	\$ 765,150	\$ 765,150	100.00%	\$ 263,492	\$501,658	34.44%			
Technical Projects Labor	10,000	4,286	42.86%	5,219	4,781	52.19%			
Non-Technical Projects	150,000	150,000	100.00%	0	150,000	0.00%			
Total Capital Expenditures	925,150	919,435	99.38%	268,711	\$656,438	29.05%			
Total Expenditures	\$ 12,075,898	\$ 3,819,059	31.63%	\$ 2,891,352	\$9,184,546	23.94%			

Kitsap 911 2021 Key Projects and Initiatives

Technical Projects					
Proj/Task#	Project/Initiative			Due	Status
2019 5	ASAP to PSAP (Implementation)			4Q2021	
2019 18	Backup Center Phase 1 (Bldg&Current Capabilities) & 2 (begin enhancing capabilities)			TBD	reevaluate
2019 20	Alerting			4/30/2021	Late
2019 21	SUPPORT - RMS/JMS Replacement (Support KCIS)			TBD	
2019 31	Replace UPS			6/30/2021	Pending
2020 14	Add tinting to front windows			12/31/2021	Pending
2020 16	Curb repair and parking lot striping			8/31/2021	Pending
2020 23	Evaluate feasibility of bringing all IT functions in house			TBD	Pending
2020 24	Facilitate discussion with fire RE Fire RMS			TBD	Pending
2020 25	Facilitate discussions with LE re Data/Records/Report Writing Unit			TBD	Pending
2020 27	evaluate Replace Helpdesk Software			4/30/2021	On Track
2020 28	evaluate inventory software replacement			4/30/2021	On Track
2020 30	Evaluate how to manage incoming data and media (NG911, Cameras, etc.)			TBD	Pending
2021 32	Closest Fire Unit Dispatch- Changing Gears Deployments			10/31/2022	On Track
2021 33	Roll out 911 Automatic Call Distribution			2/28/2021	Complete+
2021 34	Replace HVAC Controller			6/20/2021	Complete+
2021 35	Server Virtualizaiton and Cyber Security enhancements and Remote 911 Mutual Aid			12/31/2021	Pending
2021 36	Conduct Drive Testing (rf and cellular)			4/12/2021	Complete
2021 37	Replace Gold Mtn Fuel Tank			9/30/2021	Pending
	100	Select Stakeholder Group		Complete	Complete
	101	Complete Simlacast Tuning		Complete	Late
	102	Evaluate/quantify coverage footprint/quality issues		4/29/2021	On track
	103	Finalize needs summary, preliminary plan, and funding decisions		5/30/2021	On Track
	104	Select MCT Replacement Evaluation Team (Agency Contacts)		6/1/2021	Complete
	105	Draft RFP for Design and Build		6/1/2021	On track
	106	Select Radio Advisor/Owner's Rep Consultant		8/31/2021	Pending
	107	Establish Governance and Design CAD to CAD Interface (Pierce)		9/15/2021	Pending
	108	Refresh 911 Telephone System		11/15/2021	Complete
	109	Select Radio Sytem Vendor		12/7/2021	
	110	MCT Hardware Upgrade		TBD	Pending
	111	MCT Software Upgrade		TBD	Pending
	112	CAD upgrade		TBD	Pending