

**Kitsap 911 Executive Committee Meeting of**

**May 26, 2021**

The Kitsap 911 Executive Committee met via a Virtual meeting. Present were: Director Dusty Wiley (Chair), Director David Ellingson, Director Becky Erickson, Ken Bagwell Legal Counsel for Kitsap 911, Strategic Advisory Committee Chair Chief Joe Clark, Strategic Advisory Board Vice Chair Chief Jeff Faucett, Executive Director Richard Kirton, Human Resource Manager Rachael Taylor, Finance Manager Steve Rogers, Technical Systems Manager Brandon Wecker and Administrative Specialist Stephanie Browning.

Absent: Director Greg Wheeler and Director Gary Simpson.

**Call to Order.** Chair Dusty Wiley called the meeting to order at 1311.

**Public Comment:** None

**Additions:** None

**Approval of Payment of Claims-Fund 89822:**

**Director David Ellingson moved approval of A/P 4178 through 4236 Total $261,326.67.**

**Payroll dated 04/30/2021, and 05/14/2021 Total $593,528.13.**

**Motion was seconded by Director Becky Erickson. Motion Passed.**

**Ratification of Executed Contract:**

None

**Executive Director Actions Under Resolution 2020-003**

No Actions Taken

**Staffing Report-**

Human Resource Manager Rachael Taylor reported there are 12.5 vacant positions on the dispatch floor. There were six new employees hired in April and they are currently in classroom training. Interviews are taking place right now for the next academy for six trainees starting in August. There is an assessment center taking place in June for the Training Supervisor position which we hope will start in that month. Then the next opening for the trainee position will have a start date in October.

**Finance Report-**

Finance Manager Steve Rogers reported that revenues received were approx. 3.8 million and right in line with expectations. With operations expenditures, we are at or blow budgetary lines. He noted that this has been a “vanilla” month and is happy to talk through any questions. Director Erickson said in her city they are seeing a huge increase in sales tax and asked if that is the same for Kitsap 911. She said the retail sales are substantially up over the five-year average and transit is seeing the same thing. Mr. Rogers confirmed it is higher than the prior year.

**2020 and 2021 Goals and Tech Projects Update**

Technical Systems Manager Brandon Wecker updated on the following projects.

2019-03 Rapid SOS- This project integrates more precise GPS location into the phone system. Kitsap 911 is working with the vendor on an updated release fix and scheduling this.

2019-05 ASAP to PSAP- This project allows alarm companies to automatically generate messages through the state that switch into Kitsap 911 CAD system. Additional testing happened this week with a dedicated engineer and next will be the certification testing.

2020-34 Replace HVAC System Controller- This work has been completed

101-Simocast Tuning-The equipment has been received and Kitsap 911 is now investigating the noise floor issues. Approved the quotes on the first round of repairs from the antenna sweeps and scheduling these repairs.

Backup Center- This project is being reassess due to the remote 911 capabilities.

110/111 MCT-Director Ellingson asked if these will be completed before we get the 1/10th of 1%? Mr. Wecker said the assessment committee is in place and securing some demo equipment. The purchases won’t be happening until beginning of next year. There are some agencies that are purchasing early but the committee’s recommendation won’t come until then. Director Erickson asked where the RMS replacement system process is that the County is working on. Mr. Wecker said the last information he received was that they were still finalizing the proposal and contract with the vendor. The costs estimate from their original pricing proposal is about 1.2 million for the whole system, but this does not include support. These are rough numbers without the contract being completed. Chief Clark stated it should be towards the end of the year when the contract will be finalized.

**June Board of Directors Meeting –**

Executive Director Richard Kirton said a Board of Directors Meeting is scheduled for June 1st primarily is we needed an extra meeting for radio funding and sales tax. Since things are moving along with the County there are no significant changes since the last meeting and would like to offer the board a gift of time and cancel the meeting. The Executive Committee all agreed to cancel.

**Budget Presentation Plan -**

Mr. Kirton said looking at timelines and processes there are some options with the budget presentation. Essentially there will not be a capital tech budget until the outcome of the election is known. This will be brought forward in the December meeting. For the operating budget we could hold off and bring forward the budget in December as well, present at the July Budget Work study session or present at the September /October Board of Directors meeting. Director Ellingson said If we wait too long we won’t have the numbers for our own budgets. He would like to get the budget out of the way with all the things leading up at the end of the year.

**Emerging Issues-**

There are no issue to discuss

**Good of the Order-**

None

**Adjournment 14:27**

## The next regular meeting of the Kitsap 911 Executive Committee will be June 9, 2021