



Kitsap 911 Board of Directors Meeting on September 9, 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 John Gese Kitsap County
Joe Deets-City of Bainbridge Island
Becky Erickson- City of Poulsbo Mayor
Rob Putaansuu- City of Port Orchard Mayor
Greg Wheeler-City of Bremerton Mayor (Vice Chair)
David Ellingson-Fire Commissioner (Chair)
Dusty Wiley-Fire Commissioner
Bob Muhleman- Fire Commissioner
Leslie Daus- City of Bremerton Council Member
Joe Deets- City of Bainbridge Island Mayor

Staff:

Richard Kirton- Executive Director
Rachael Taylor-Human Resource Manager
Brandon Wecker-Technician Service Manager
Jamie Donley- Deputy Operations Manager
Steve Rogers-Financial Manager
Stephanie Browning- Administrative Specialist

Absent:

Kevin Gorman-City of Bremerton Council Member
Maria Jameson-Owens-Deputy Director

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 David Ellingson called the meeting to order at 2:04 pm.

Additions: None

Public Comment: None

Approval of Minutes:

**Director Dusty Wiley moved to approve the minutes from May 4, 2021
Motion was seconded by Director Greg Wheeler. Motion passed.**

Appointment of Executive Committee

Executive Director Richard Kirton said Kitsap County representative on the Executive Committee was Sheriff Simpson and he has retired. Director Gelder stated that Sheriff John Gese is the most appropriate position for this roll. Director Wolf agreed and they appointed Sheriff John Gese as their Executive Committee representative.

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
- Awarded bids and authorized Executive Director to sign contract for Gold Mountain fuel tank replacement

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

- Purchase of trailer that will be outfitted as a part of the backup strategy. With management planning on moving Admin and Tech employees back into the center, as well as the onset of the Delta variance, one of the elements needed for our operations strategy was that we still need to maintain an area where someone can work but be isolated from the rest of the workforce. The trailer will serve this purpose and can be leveraged to achieve a more geo-diverse back up strategy as well as for public education events.

Sales Tax Proposition

Since the last Board of Directors meeting the primary election is over and all attention on the general election which includes Kitsap 911 proposition on the ballot. There were some responses to the request for statements for the voters' pamphlets in support of the measure and have been passed along to the Auditor's Office. Public education material has been developed and included in today's packet along with a flyer that was distributed at the Kitsap Fair. If anyone needs additional material or comes across a question that needs an answer, please reach out and let us know. Chair Ellingson asked if the Auditor's Office will be reaching out for anyone to write the 'against statement' for the ballot. Mr. Kirton said they have a process for that and is unsure if they found anyone to do that. Chair Ellingson asked Mr. Kirton to find out and if there is a 'no statement' and to find out what it is.

Staffing Report

Human Resource Manager Rachael Taylor reported there are 11.5 vacant positions on the dispatch floor. Since the last meeting, five employees have left – three are pursuing different career paths, one left the state, and the other left for family reasons; however, two will be staying with Kitsap 911 in an extra help position capacity. The next trainee position will be posted next week for a January 2022 hire date, and we plan to hire six at that time.

Finance Report

Finance Manager Steve Rogers stated the July 31, 2021 financial report is in-line with expectations for this time of year. The revenues are trending along with the projected expectations. There was a slight variance in other revenues due to mail routing and expected timing difference with MCT reimburses. We have expended 5.9 million of the 6.7 million year-to-date expectation. With capital projects, 282K of the 925K appropriation has been spent for the year. Everything is moving along well.

2021 Goals and Tech Project Report

Technical Systems Manager Brandon Wecker provided the following report:

**2019-05 ASAP to PSAP-* This project will allow alarm companies to automatically create events when an alarm is activated into CAD. This project is currently being testing with the first alarm company vendor.

**101-Simocast Tuning-* This is the effort to address and solve issue with radio quality on the primary channels. Currently Kitsap 911 is awaiting parts for the repairs that had a long lead time and is continuing its work on noise floor issues.

**105-Draft RFP for Design and Build-* This will draft the RFP for the radio and microwave replacement. The draft RFP for the microwave replacement has been reviewed and are finalizing for posting.

**32- Closest Fire Unit Dispatch- Changing-Gear Deployments-* This is the effort to update run cards for "changing-gears" and to use AVL-based deployment. This project was moved to "at-risk" due to an issue with AVL and shared crew units that is actively being working on with the vendor.

*2019-20 Alerting- This project would deploy a digital alerting system in all fire stations along with a text to speech component. The station installs and message boards have been started this week.

*2021-37 Replace Gold Mountain Fuel Tank- Director Wiley asked why this project is at risk. Mr. Wecker said this will not be completed by 09/30, since the request for proposal was just completed. There is not a current estimate for completion.

Director Erickson asked what “establish governance” means for project 107. Mr. Kirton explained it is a group to govern the rules to exchange data through the interface and will include South Kitsap Fire Chief, Kitsap 911, South Sound 911, and the corresponding fire agency in Pierce County that will be recipients of the shared data.

Good of the Order

Chair Ellingson said we are a few days from the 20th anniversary of 9-11. We all lived through the years and the experience with vivid memories of how that whole event unfolded. As we come to this anniversary, he asked that we pause and reflect on the sacrifices of so many people through the years. The Chair Ellingson stated as a nation have learned a lot of lessons and our sales tax initiative we have the ballot is going to make us a stronger, more responsive, and a more reliable communications system within the county and move us forward into the next decade and beyond.

Director Erickson wanted to share about the Poulsbo fire CARES team, which is a social worker and EMT that works with Poulsbo fire. City of Poulsbo works with them. This team goes out and deals with vulnerable and substance-addicted people. Recently, this team was recognized by the Seattle Mariners as their hometown heroes. If anyone wants to find more information on how this works, reach out to Director Erickson or Chief Gillard of Poulsbo Fire.

The meeting was adjourned at 2:27 PM.

The next scheduled meeting of the Kitsap 911 Board of Directors is December 7, 2021, at 2:30 Virtually