



## **Kitsap 911 Executive Committee Meeting of February 26, 2020**

The Kitsap 911 Executive Committee met in the Conference Room at Kitsap 911 in Bremerton. Present were: Director Dusty Wiley (Chair), Director David Ellingson, Director Greg Wheeler, Director Becky Erickson, Ken Bagwell Legal Counsel for Kitsap 911, Strategic Advisory Board Chair Chief Steve Wright, Executive Director Richard Kirton, and Finance Manager Steve Rogers, and. Absent: Director Gary Simpson, Strategic Advisory Committee Vice Chair Jim Burchett, Deputy Director Maria Jameson-Owens, Technical Systems Manager Brandon Wecker and Administrative Specialist Stephanie Browning

**Call to Order.** Vice Chair Dusty Wiley called the meeting to order at 1300

**Additions:** None

**Approval of Minutes:**

**Director David Ellingson moved to approve the minutes from January 22, 2020  
Motion was seconded by Director Greg Wheeler. Motion Passed**

**Public Comment:** None

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

**Director David Ellingson moved approval of A/P 3302 through 3344 Total \$649,804.76,  
Payroll dated 01/24/2020 and 02/07/2020 Total \$635,396.93  
Payroll Warrant Number 1029 Total \$1,175.08  
Electronic Payments: Dates 12/01/2019-12/31/2019 Total \$1,804.50  
Motion was seconded by Director Greg Wheeler. Motion Passed.**

**Ratification of Executed Contract:**

**KC 118-09 C-**

This is a revenue contract but not new anticipated revenue as the entity changed to Sprint from a previous vendor.

**K911-034 Ethic Tech**

This contract will provide GIS consultation services and will help Kitsap 911 with process improvements for CAD and MCT map roll overs

**Director David Ellingson made a motion to approve ratification of contracts KC-118-09 C and K911-034. Motion was seconded by Director Greg Wheeler. Motion Passed.**

**Public Hearing:****Public Hearing on Resolution 2020-001 Charges for Copying Public Records-**

Mr. Kirton provided the draft resolution adopting a fee schedule for public records. Kitsap 911 currently charges for photocopies and media if records need to be sent via CD or flash drive. This expands the charging table and authorizes to charge amounts allowed under RCW. This has been posted on the agenda so action can take place today, or the committee can discuss and take action at the next meeting. Director Wheeler proposes the whole board weigh in on this issue. Director Erickson agreed that it should be presented to the full board as a public hearing.

**Actions:**

None

**Discussions and Reports:****Long Range Plan-**

Finance Manager Steve Rogers provided draft versions of the fund balances documentation previously requested and reviewed the documents to see if the Executive Committee would like any additional information. Director Erickson said this is the information she was looking for, but that it might be helpful to separate capital from operational expenses. She asked what kind of reserve policy Kitsap 911 has. Mr. Rogers said the reserve policy is set at 17% and Kitsap 911 currently is 16%. Mr. Kirton said one of the tasks from last year is to come back as a part of the 2021 process with either an affirmation that the stabilization policy is set right or recommendation to change. Mr. Kirton said there will be a budget amendment at some point in 2020; the driver of which is to address the CBA that was adopted after the budget.

Mr. Kirton is still working with the Chiefs to refine the presentation and request of the long-range plan. It should be ready to present at a work study session in April with a special meeting in May to vote. Chief Wright added that Chief Oliver and himself presented at the Kitsap County Fire Commissioners meeting and spent approximately an hour covering background on this. It was well-received and the fire commissioners understood the concerns of the SAB from both law and fire perspective. The SAB will be ready to share this report at the work study session. The main target is the radio system upgrade but there are also numerous impacts of a system upgrade. The SAB looks at what they continually ask Kitsap 911 to provide to the agencies. Thurston County, Grays Harbor and Okanogan went out for the sales tax ballot measure and were successful. Director Erickson agrees we need a new radio system, but the question is how it will be funded. She is nervous about going out for a 1/10<sup>th</sup> of 1% and wonders what tax we would be forgoing if this is approved. She also wondered if there was another mechanism. Chief Wright said from the SAB perspective, this is a public safety issue and has not been addressed in years. Director Erickson said 35-million-dollar projects are normally done in a processed way and phases; first, establish

initial goals/directive study and then the next phase is the “nuts and bolts.” The third phase is when you go out for the money. She wants to make sure all the homework is completed. Director Ellingson stated for the fire agencies they are constrained as to the revenue they can generate and cannot tap into any other taxes the cities can. If there are talks about user fee increases the fire agencies will be hurting. Mr. Kirton acknowledges that Kitsap 911 has not done the best at presenting, but the first phase of the plan is completed and has spent two years working with engineering consultants and stakeholders to identify what we need. The cost has been validated by an engineer and compared against elements and components from Thurston County and King County. The next step in the plan is the detailed design but Kitsap 911 cannot wait until its finished to figure out how to pay for it. Some of this needs to be concurrent. A radio system build out is not like a roads project; the whole core of the system needs to be implemented all at once. Director Wheeler said for the City of Bremerton Public Safety is a number one priority and Kitsap 911 is essential life saving and proposes we look at this to sustain an entire operation. He is going to have his Chiefs research Thurston County ballot measure and all the information given to their boards. Discussions continued and more information will be coming in the near future.

### **Staffing Report-**

Mr. Kirton reported four operations positions are vacant and Stephanie George the Training Manager retired. The assessment for the replacement will be in about two weeks.

### **2020 Goals and Tech Projects Update**

Executive Director Kirton updated on the following projects:

2019-18 Backup Center- The permits have been resubmitted

### **Good of the Order:**

None

### **Adjournment 1415**

**The next regular meeting of the Kitsap 911 Executive Committee is scheduled on March 11, 2020 from 13:00-15:00 at the Kitsap 911 facility.**