

Kitsap 911 Executive Committee Meeting
March 22, 2023 ~ 1:00 PM to 3:00 PM
Via Zoom or in-person at Kitsap 911

A G E N D A

1. Call to Order (Chair)
2. Washington State Auditor Exit Conference for fiscal year 2020/2021 (SAO)
3. Public Comment (limited to 2 minutes per speaker) (Chair)
4. Additions to Agenda (Chair)
5. Approval of Minutes (02/22/2023) (Chair)
6. Approval of Payment of Claims- Fund 89822 (Operating Fund) (Chair)
 - a. A/P Warrant Numbers 5495 through 5552
Total \$1,779,833.61
 - b. Payroll Dated: 03/03/2023 and 03/17/2023
Total: \$886,651.80
7. Ratification of Executed Contracts-None
8. Action Item
 - a. Appointment of Chair and Vice Chair (Chair)
 - b. Resolution 2023-003 Declaring Certain Personal Property as Surplus (Rogers)
9. Discussion Items-None
10. Staff Reports (time-permitting)
 - a. LMR Project Update (Peabody)
 - b. Finance Report (Rogers)
 - c. Staffing Report (Jameson)
 - d. Goals Update (Kirton/Wecker)
 - e. Emerging Issues (Kirton)
11. Good of the Order
12. Adjourn

Topic: Kitsap 911 Executive Committee
Time: March 22, 2023 1:00PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/87067478180?pwd=L0FYWjhWk0tzcDlacUlyMll3TDlSZz09>

Meeting ID: 870 6747 8180
Passcode: 911
One tap mobile

+12532050468,,87067478180#,,,,*911# US
+12532158782,,87067478180#,,,,*911# US (Tacoma)

Dial by your location

+1 253 205 0468 US
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 444 9171 US
+1 719 359 4580 US
+1 720 707 2699 US (Denver)
+1 689 278 1000 US
+1 301 715 8592 US (Washington DC)
+1 305 224 1968 US
+1 309 205 3325 US
+1 312 626 6799 US (Chicago)
+1 360 209 5623 US
+1 386 347 5053 US
+1 507 473 4847 US
+1 564 217 2000 US
+1 646 558 8656 US (New York)
+1 646 931 3860 US

Meeting ID: 870 6747 8180

Passcode: 911

Find your local number: <https://us06web.zoom.us/j/87067478180>



Richard A. Kirton, Executive Director

OFFICE 360.307.5800 FAX 360.792.5982 911 Carver St. Bremerton, WA 98312 KITSAP911.ORG

March 22, 2023

Office of the Washington State Auditor
3200 Capitol Blvd
P.O. Box 40031
Olympia, WA 98504-0031

To the Office of the Washington State Auditor:


We are providing this letter in connection with your audit of Kitsap 911 Public Authority for the period from January 1, 2020 through December 31, 2021. Representations are in relation to matters existing during or subsequent to the audit period up to the date of this letter.

Certain representations in this letter are described as being limited to matters that are significant or material. Information is considered significant or material if it is probable that it would change or influence the judgment of a reasonable person.

We confirm, to the best of our knowledge and belief, having made appropriate inquiries to be able to provide our representations, the following representations made to you during your audit. If we subsequently discover information that would change our representations related to this period, we will notify you in a timely manner.


General Representations:

1. We have provided you with unrestricted access to people you wished to speak with and made available all relevant and requested information of which we are aware, including:
 - a. Financial records and related data.
 - b. Minutes of the meetings of the governing body or summaries of actions of recent meetings for which minutes have not yet been prepared.
 - c. Other internal or external audits, examinations, investigations or studies that might concern the objectives of the audit and the corrective action taken to address significant findings and recommendations.
 - d. Communications from regulatory agencies, government representatives or others concerning possible noncompliance, deficiencies in internal control or other matters that might concern the objectives of the audit.

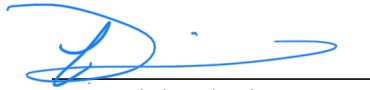
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- e. Related party relationships and transactions.
 - f. Results of our internal assessment of business risks and risks related to financial reporting, compliance and fraud.
2. We acknowledge our responsibility for compliance with requirements related to confidentiality of certain information, and have notified you whenever records or data containing information subject to any confidentiality requirements were made available.
 3. We acknowledge our responsibility for compliance with applicable laws, regulations, contracts and grant agreements.
 4. We have identified and disclosed all laws, regulations, contracts and grant agreements that could have a direct and material effect on the determination of financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
 5. We have complied with all material aspects of laws, regulations, contracts and grant agreements.
 6. We acknowledge our responsibility for establishing and maintaining effective internal controls over compliance with applicable laws and regulations and safeguarding of public resources, including controls to prevent and detect fraud.
 7. We have established adequate procedures and controls to provide reasonable assurance of safeguarding public resources and compliance with applicable laws and regulations.
 8. We have no knowledge of any loss of public funds or assets or other illegal activity, or any allegations of fraud or suspected fraud involving management or employees.
 9. In accordance with RCW 43.09.200, all transactions have been properly recorded in the financial records.

Additional representations related to the financial statements:

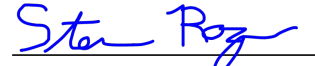
10. We acknowledge our responsibility for fair presentation of the financial statements and believe financial statements are fairly presented in accordance with the *Budgeting, Accounting and Reporting Standards Manual* (BARS Manual), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.
11. We acknowledge our responsibility for establishing and maintaining effective internal control over financial reporting.
12. The financial statements properly classify all funds and activities.
13. Revenues are appropriately classified by fund and account in accordance with the BARS Manual.
14. Expenses are appropriately classified by fund and account, and allocations have been made on a reasonable basis.

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15. Ending cash and investments are properly classified as nonspendable, restricted, committed, assigned, and unassigned.
 16. Significant assumptions we used in making accounting estimates are reasonable.
 17. The following have been properly classified, reported and disclosed in the financial statements, as applicable:
 - a. Interfund, internal, and intra-entity activity and balances.
 - b. Related-party transactions, including sales, purchases, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
 - c. Joint ventures and other related organizations.
 - d. Guarantees under which the government is contingently liable.
 - e. All events occurring subsequent to the fiscal year end through the date of this letter that would require adjustment to, or disclosure in, the financial statements.
 - f. Effects of all known actual or possible litigation, claims, assessments, violations of laws, regulations, contracts or grant agreements and other loss contingencies.
 18. We have accurately disclosed to you all known actual or possible pending or threatened litigation, claims or assessments whose effects should be considered when preparing the financial statements. We have also accurately disclosed to you the nature and extent of our consultation with outside attorneys concerning litigation, claims and assessments.
 19. We acknowledge our responsibility to include all necessary and applicable disclosures required by the BARS Manual, including:
 - a. Description of the basis of accounting, summary of significant accounting policies and how this differs from Generally Accepted Accounting Principles (GAAP).
 - b. Disclosures similar to those required by GAAP to the extent they are applicable to items reported in the financial statements.
 - c. Any additional disclosures beyond those specifically required by the BARS Manual that may be necessary for the statements to be fairly presented.
 20. We acknowledge our responsibility for reporting supplementary information (the Schedule of Liabilities) in accordance with applicable requirements and believe supplementary information is fairly presented, in both form and content in accordance with those requirements.
 21. We have disclosed to you all significant changes to the methods of measurement and presentation of supplementary information, reasons for any changes and all significant assumptions or interpretations underlying the measurement or presentation.
 22. We believe there are no uncorrected misstatements that would be material individually and in the aggregate to the financial statements taken as a whole.

23. We acknowledge our responsibility not to publish any document containing the audit report with any change in the financial statements, supplementary and other information referenced in the auditor's report. We will contact the auditor if we have any needs for publishing the audit report with different content included.



Richard Kirton
Executive Director



Steve Rogers
Finance Manager



Kitsap 911 Executive Committee Meeting of February 22, 2023

The Kitsap 911 Executive Committee met via a virtual Zoom meeting and in-person at Kitsap 911. Present were Director Dusty Wiley (Chair), Director David Ellingson, Director Joe Deets, Director Greg Wheeler, Director John Gese, Strategic Advisory Board Chair Chief Pat McKinney, Legal Counsel for Kitsap 911 Ken Bagwell, Executive Director Richard Kirton, Deputy Director Maria Jameson-Owens, Finance Manager Steve Rogers, Technical Systems Manager Brandon Wecker, Radio Program Manager Scott Peabody, and Administrative Specialist Stephanie Browning.

Guests: Eric Olsen

Absent: Strategic Advisory Committee Chair Chief Ron Harding and Strategic Advisory Vice Chair Jim Gillard

Call to Order. Chair Dusty Wiley called the meeting to order at 1302.

Public Comment: None

Additions: None

Approval of Minutes 12/14/2022 and 01/25/2023:

Director David Ellingson made a motion to approve minutes from 12/14/2022 and 01/25/2023. Motion was seconded by Director John Gese. Motion Passed.

Approval of Payment of Claims-Fund 89822:

**Director David Ellingson moved approval of A/P 5426 through 5494 Total \$1,437,546.50
Payroll dated 02/03/2023 and 02/17/2023 Total \$904,538.08
Electronic Payments 12/01/2022-01/31/2023 Used Tax Total \$1280.75
Motion was seconded by Director Dusty Wiley. Motion Passed.**

Ratification of Executed Contract:

K911-066, Professional Service Contract with Eadie Kaltenbacher- Executive Director Richard Kirton said Eadie has been Kitsap 911's GIS analyst and this position has been remote the entire time. She has since moved to Canada and in order for her to continue working, we are transitioning her from a regular employee to a contractor. This does save Kitsap 911 money and some administrative overhead.

Director John Gese made a motion to ratify contact K911- 066. Motion was seconded by Director David Ellingson. Motion passed.

Action Items:

Approve updates to GD-246 Employee Recognition

Deputy Director Maria Jameson said this is a small update to the Employee Recognition. We have added a wellness program for our employees, and this would allow a monthly wellness challenge winner. For instance, this month is a breathing challenge and employees would document the dates they completed the task, and we will draw a winner from those that completed the challenge.

Director David Ellingson made a motion to approve the updated to GD-246. Motion was seconded by Director John Gese. Motion passed.

Discussion Items:

March 7, 2023, Board of Directors Meeting- Executive Director Kirton said for our Board of Directors meeting on March 7, we will have an in-person component and a virtual component. There will be two action items. This will be the adoption of budget amendment and the bond reimbursement resolution. Steve will present both of these. Maria Jameson will present the Annual Performance Measures and our regular reports. Director Gese asked if the MCT purchases have gone before the full board. Mr. Kirton stated the Executive Committee approved the adoption for the direct purchase of MCTs. We are currently having conversations with the Chiefs as to whether the primary definition of response vehicles needs to be updated.

Finance Manager Steve Rogers reviewed Resolution 2023-001 Budget Amendment. The highlights were:

- *Line 24 there is a 260K drop due to paying out all but \$100K of the retention bonus in 2022.*
- *Line 41 is the new PFMLA rate increase and calculation.*
- *Line 88 labor changes reflect pay raise for radio program manager and the radio program assistant. These are position working on the radio project.*
- *Line 146 is our CCTV and Access Control replacement. These funds were assigned in 2022 and the amendment formally commits these funds.*

Mr. Rogers will answer any questions the Executive Committee has. Mr. Kirton said the 2023 budget was adopted before we finalized the CBA, and this budget amendment moves the funds we had previously assigned for it into the regular budget.

Finance Manager Steve Rogers Reviewed Resolution 2023-002 Reimbursement Resolution. This resolution is commonplace at this stage and at the advice of the bond council, Kitsap 911 is asking for your recommendation for this to be approved. It gives Kitsap 911 the ability to be reimbursed up to \$6,000,000 from bond proceeds. This resolution does not in any way commit Kitsap 911 to take any specific action, but instead simply allows us to recoup radio project costs with bond proceeds. There are currently no concrete plans to issue bonds.

None of the Executive Committee members had any concerns and unanimously supported adoption of the two resolutions as presented.

Staff Reports:

LMR Project Update

Scott Peabody presented the current progress .The microwave project is hitting on all cylinders. Microwave training is scheduled for 5 days starting on 02/27/2023 and microwave factory staging will take place on 03/05/2023 in Austin Texas. The start of indoor installation should take place in April/May 2023.

The Land Mobile Radio Project has been doing equipment demos. The first demo was completed last week, and we are proud of the stakeholder’s participation. The last of the demonstrations will take place at the end of March.

Finance Report

Finance Manager Steve Rogers reported our financial position as of January 31, 2023 (attached in agenda packet). The formats of the finance reports have changed a little but the information being provided is the same or even better. The January revenues 1.6M was received and is in-line with expectations. The operating non-labor expenses are coming in at 1% under budget. For the radio replacement, 1.7M has been spent to date. No reserves have been used to date and the risks remain the same.

Staffing Report

Maria Jameson-Owens reported as of today Kitsap 911 is 10 people short in operations. Six trainees have been signed off since the last meeting. There are four new-hires in classroom academy. Director Gese asked if dispatchers are working from home and what are the parameters for that, and that it was reported that there was a dog barking in the background during a dispatch event. Mrs. Jameson-Owens stated we are still working on remote 911 and it currently is being used in a testing environment. We do allow dogs on the dispatch floor, however, so this could have been the issue. Director Gese suggested that this be mentioned at the next SAB meeting.

Goals Update

Technical Systems Manager Brandon Wecker reported on the 2023 Projects and Status. The numbers have changed on the sheet from last year.

2022-7 Replace Inventory/Asset Management Software- This project is to replace the inventory and asset management software. This project is complete and we have locked down the old system for archival purposes and have updated the new program with items.

2022-8 TSG Staffing Study- This task is reviewing our current staffing to assess what we will need for current support level and the new LMR project. Scott and Brandon have been making good progress and hope to have a draft for Richard to review by the end of March.

2012-9 Replace Security System- This is for the CCTV system and card access for the building. A detailed project kick off has been completed, they have placed the order for long lead time parts.

2022-12 MCT Replacement- Kitsap 911 has begun receiving equipment. Initially, the lead time was 90-120 days and so far, approximately ½ the equipment has been received.

2022-13 CAD-to-CAD interface with South Sound 911- This project will create a CAD-to-CAD link between the two agencies. Hexagon is the CAD vendor that is working on building the interface and we expect to have a schedule in the coming weeks for the work.

2023-15 Office and MDE Replacement- We are adding to the Office 365 with Intune., which is a cloud base endpoint management solution We completed the agreement locking in our price for the next 3 years and are working to set up the new software.

2022-18 Improve Redundancy of VX RAIL Infrastructure- This project is the virtual server infrastructure that supports the entire back-end of the remote 911 system. Upon completion of the backup center, we will need to purchase additional rails.

Executive Director Kirton added that this is a very ambitious year, and you will see this continue into next year. As we get closer to going live with the radio system, more of the internal resources will be working on elements of the project. The goal this year and into next year is to get a little ahead so we can allocate the resources without sacrificing our maintenance and improvements on other systems.

The last pages in the report are the Continuous Improvement Projects, in which each workgroup has identified focus areas to spend next few years improving processes and workflow and to gain efficiencies. Look for these being a part of the regular reporting.

Emerging Issues

No Report

Good of the Order-

None

Adjournment 13:52

The next regular meeting of the Kitsap 911 Executive Committee will be March 8, 2023

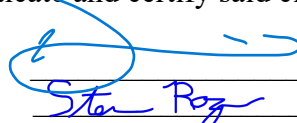
ACCOUNTS PAYABLE
 Warrants # 5495-5508
 As Of: 02/22/2023

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
6392	02/13/2023	02/22/2023	573 BAGWELL LAW PLLC	897.00	01.01.23-01.31.23
6393	02/13/2023	02/22/2023	322 CENTURYLINK	93.85	01.04.23-02.03.23
6394	02/13/2023	02/22/2023	470 COMCAST	513.39	02.18.23-03.17.23
6395	02/13/2023	02/22/2023	188 DATEC INCORPORATED	558,558.00	2022-1206
6396	02/13/2023	02/22/2023	199 FERRELLGAS	560.35	Hansville
6397	02/13/2023	02/22/2023	204 HOLADAY PARKS, INC.	2,028.94	Chiller Alarm
6401	02/16/2023	02/22/2023	170 KITSAP 911 PETTY CASH	137.46	January Petty Cash Reimbursement
6398	02/13/2023	02/22/2023	376 KITSAP COUNTY I.S. DEPT	15,290.51	Feb 2023
6399	02/13/2023	02/22/2023	216 LANGUAGE LINE SERVICES, INC.	630.74	01/01-01/31/23
6400	02/13/2023	02/22/2023	225 OFFICE DEPOT	58.31	2023-0206
6402	02/16/2023	02/22/2023	235 PHILLIPS 66 CO/SYNCR	41.68	Current Gas Receipts 02/16/23
6403	02/16/2023	02/22/2023	480 PLATT ELECTRIC SUPPLY	351.02	2023-0208
6404	02/16/2023	02/22/2023	425 WASHINGTON STATE AUDITORS OFFICE	2,369.85	Accountaility and Financial Audit
6405	02/16/2023	02/22/2023	267 WCP SOLUTIONS	183.51	2023-0213A
Report Total:				581,714.61	


STATE OF WASHINGTON - COUNTY OF KITSAP

I, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, the labor performed as described herein, and that the claims are just, due and unpaid obligations against Kitsap 911, and that I am authorized to authenticate and certify said claims.

APPROVED BY
 AUDITING OFFICER
 ATTACHED DOCUMENTS ARE ORIGINALS
 AND CERTIFIED BY
 EXECUTIVE COMMITTEE CHAIR



 Stan Poy
 2/12/23
 02/17/2023



 Stephanie Browning
 02/17/23

ACCOUNTS PAYABLE

Warrants 5509-5533

As Of: 03/08/2023

Time: 08:13:18 Date: 03/07/2023

Page: 1

Kitsap 911

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
6414	02/24/2023	03/08/2023	582	A-ACTION GROUP UTILITIES INC	138,547.50 2022-1115D Roof Repair (MRSC Roster)
6415	02/22/2023	03/08/2023	154	ABM JANITORIAL SERVICES	480.06 January 2023 Extra Days
6416	02/22/2023	03/08/2023	165	BUSINESS TELECOM PRODUCTS, INC.	404.44 2023-0216
6417	03/02/2023	03/08/2023	172	CENTURYLINK	3,200.07 02/17/2023-03/16/2023
6418	02/28/2023	03/08/2023	174	CITY OF BREMERTON	687.24 01/09-02/06/23
6419	02/28/2023	03/08/2023	188	DATEC INCORPORATED	43,271.59 2022-1206
6420	02/24/2023	03/08/2023	188	DATEC INCORPORATED	166,420.80 2022-1206
6421	02/24/2023	03/08/2023	579	EADIE KALTENBACHER	12,750.00 February 2023 Services
6422	02/24/2023	03/08/2023	555	EVERGREEN HEALTH	663.00 01.01-01.31.2023
6423	02/24/2023	03/08/2023	198	FEDEX	38.78 Feb 24, 2023 Statement
6424	02/24/2023	03/08/2023	199	FERRELLGAS	399.45 Teal Lake
6425	03/01/2023	03/08/2023	201	GTP ACQUISITION PARTNERS I LLC	4,852.14 View Park Tower Rental
6427	02/28/2023	03/08/2023	507	NORTHWEST OPEN ACCESS NETWORK	312.00 Feb 2023 Services
6428	02/28/2023	03/08/2023	232	PENINSULA LIGHT CO.	123.68 01/15-02/15/23
6429	02/28/2023	03/08/2023	235	PHILLIPS 66 CO/SYNCB	46.74 Current receipts
6430	02/28/2023	03/08/2023	240	PUBLIC UTILITY DISTRICT	194.88 01/11-02/10/23
6431	02/02/2023	03/08/2023	244	SCGI CONSULTING GROUP	3,000.00 Professional Development
6432	03/01/2023	03/08/2023	245	SELECT ADVANTAGE	75.00 Feb 2023 911 Dispacter Assessment Services
6426	02/13/2023	03/08/2023	390	SINE WAVE ELECTRIC, INC DBA JOY INC	6,156.15 2023-0119A
6433	03/01/2023	03/08/2023	249	SPOK, INC.	85.60 01/01/23-03/30/2023
6435	03/01/2023	03/08/2023	311	T-MOBILE	10.65 01/21-02/20/23
6434	03/01/2023	03/08/2023	259	THE DOCTORS CLINIC	68.00 Applicant medical testing
6436	02/23/2023	03/08/2023	273	TPSC	102,889.70 March 2023 Medical
6437	02/23/2023	03/08/2023	264	VERIZON WIRELESS	1,180.77 01/11-02/10/23
6438	02/23/2023	03/08/2023	264	VERIZON WIRELESS	15,153.47 01/11-02/10/2023
6439	02/27/2023	03/08/2023	267	WCP SOLUTIONS	135.95 2023-0223A
6440	02/27/2023	03/08/2023	267	WCP SOLUTIONS	215.67 2023-0222A
6441	02/27/2023	03/08/2023	163	WM CORPORTATE SERVICES INC	799.02 02/01-02/28/23
				Report Total:	502,162.35

ACCOUNTS PAYABLE

Kitsap 911

Time: 08:13:18 Date: 03/07/2023

As Of: 03/08/2023

Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
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STATE OF WASHINGTON - COUNTY OF KITSAP

I, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, the labor performed as described herein, and that the claims are just, due and unpaid obligations against Kitsap 911, and that I am authorized to authenticate and certify said claims.

APPROVED BY

AUDITING OFFICER

ATTACHED DOCUMENTS ARE ORIGINALS

AND CERTIFIED BY

EXECUTIVE COMMITTEE CHAIR

Stan Rog 03/07/2023

Stephanie Browning 03/07/23

ACCOUNTS PAYABLE

Warrant 5534-5552

As Of: 03/17/2023

Time: 13:46:59 Date: 03/15/2023

Page: 1

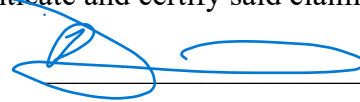
Kitsap 911

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
6451	03/03/2023	03/17/2023	154	ABM JANITORIAL SERVICES	1,517.26 Feb 2023 Janitorial Services
6452	03/03/2023	03/17/2023	154	ABM JANITORIAL SERVICES	1,517.26 January 2023 Janitorial Services
6453	03/06/2023	03/17/2023	479	AT&T MOBILITY LLC	349.54 01/20-02/19/23
6454	03/14/2023	03/17/2023	428	BATTERY POWER SOLUTIONS, LLC	20,772.42 2022-0920C DC TO AC Wilmore Inverter
6472	03/15/2023	03/17/2023	411088	BENNETT, CHAD R	1,023.98 Aviat Demo Austin Texas- Travel reimbursement
6455	02/15/2023	03/17/2023	551	CH2O, INC.	8,183.07 2023-0131
6456	02/18/2023	03/17/2023	483	CONNECTWISE	2,194.92 03/01-03/31/2023
6457	02/24/2023	03/17/2023	188	DATEC INCORPORATED	547,386.84 2022-1206
6458	02/28/2023	03/17/2023	564	DOORDASH INC	90.00 Feb 2023 Dashpass
6459	02/28/2023	03/17/2023	564	DOORDASH INC	647.98 Feb 2023 Expensed Meals
6464	03/07/2023	03/17/2023	570	HIS HANDS MAINTENANCE	993.72 March 2023 Landscaping
6460	03/08/2023	03/17/2023	216	LANGUAGE LINE SERVICES, INC.	713.74 02/01-02/28/23
6462	02/28/2023	03/17/2023	534	LIONBRIDGE TECHNOLOGIES, LLC	9.80 Feb 2023 Telephonics
6461	03/01/2023	03/17/2023	561	LUMEN, LEVEL3 COMMUNICATIONS LLC	1,365.72 03/01-03/31/23
6463	03/15/2023	03/17/2023	583	MANNINGS APPLIANCE SERVICE LLC	546.00 Repair of Fridge Control Board
6465	03/08/2023	03/17/2023	233	PENINSULA SERVICES	20.00 CD #103630 (02/24/23)
6466	03/15/2023	03/17/2023	235	PHILLIPS 66 CO/SYNCB	111.61 Current Statement Balance
6467	03/15/2023	03/17/2023	241	PUGET SOUND ENERGY	13,676.48 March 2023 Electrical
6468	03/15/2023	03/17/2023	457	SHELL SMALL BUSINESS	61.73 Current Invoices + Statement interest
6469	03/06/2023	03/17/2023	354776	SIMONSON , TIMOTHY A	60.00 Aviat Training Lunch Reimbursement
6470	03/06/2023	03/17/2023	354776	SIMONSON , TIMOTHY A	162.56 Aviat Acceptance Test Austin Texas
6471	03/06/2023	03/17/2023	273	TPSC	94,552.02 April 2023 Medical
				Report Total:	695,956.65

STATE OF WASHINGTON - COUNTY OF KITSAP

I, the undersigned, do hereby certify under penalty or perjury that the materials have been furnished, the services rendered, the labor performed as described herein, and that the claims are just, due and unpaid obligations against Kitsap 911, and that I am authorized to authenticate and certify said claims.

APPROVED BY
 AUDITING OFFICER
 ATTACHED DOCUMENTS ARE ORIGINALS
 AND CERTIFIED BY
 EXECUTIVE COMMITTEE CHAIR



Stephanie Browning

 03/15/23

 03/15/2023



Kitsap 911

AFFIDAVIT FOR PAYROLL ISSUE

Pay Date: 03/03/2023
Pay Period: 02/13/2023 to 02/26/2023

Pay Detail - FD00822	
Item	Amount
Net Payroll	\$ 236,493.25
941 Tax (Withholding, Social Security & Medicare)	93,634.19
Unemployment	643.94
Labor & Industries	1,447.76
PFMLA	2,685.43
PERS 2 & PERS 3	57,743.85
Washington State Deferred Comp	1,734.73
Mission Square Deferred Comp and Roth IRA	3,681.20
AFLAC	687.95
Guild Dues	1,695.00
Total Payroll	\$ 400,447.30

Healthcare & Other Benefits/Deductions - Paid from Accounts Payable or by EFT			
Item	Employee Portion	Kitsap 911 Portion	Total
Health Insurance	\$ 2,137.76	\$ 42,327.04	\$ 44,464.80
Dental Insurance	150.52	3,226.09	3,376.61
Life Insurance	159.13	328.30	487.43
Total Health Care & Other Benefits/Deductions			\$ 48,328.84

I, the undersigned, do hereby certify that the payroll for the period listed above is just, true and correct; that the persons whose names appear thereon actually performed labor; that the amounts are actually due and unpaid, and the salary warrants and related benefits warrant shall be issued.

Payroll Amount Approved:	<u>\$ 448,776.14</u>
Transferred to Payroll Account	<u>\$ 400,447.30</u>

Stephanie Browning

Prepared By (Kitsap 911)

03/01/2023

DATE

Authorized Signature (Kitsap 911)

DATE

Executive Committee Chair

DATE



Kitsap 911

AFFIDAVIT FOR PAYROLL ISSUE

Pay Date: 03/17/2023
Pay Period: 02/27/2023 to 03/12/2023

Pay Detail - FD00822	
Item	Amount
Net Payroll	\$ 230,863.43
941 Tax (Withholding, Social Security & Medicare)	91,423.98
Unemployment	631.49
Labor & Industries	1,492.40
PFMLA	2,619.06
PERS 2 & PERS 3	56,121.02
Washington State Deferred Comp	1,748.67
Mission Square Deferred Comp and Roth IRA	3,677.61
AFLAC	687.95
Guild Dues	1,635.00
Total Payroll	\$ 390,900.61

Healthcare & Other Benefits/Deductions - Paid from Accounts Payable or by EFT			
Item	Employee Portion	Kitsap 911 Portion	Total
Health Insurance	\$ 1,915.52	\$ 41,304.27	\$ 43,219.79
Dental Insurance	132.14	3,145.08	3,277.22
Life Insurance	159.12	318.92	478.04
Total Health Care & Other Benefits/Deductions			\$ 46,975.05

I, the undersigned, do hereby certify that the payroll for the period listed above is just, true and correct; that the persons whose names appear thereon actually performed labor; that the amounts are actually due and unpaid, and the salary warrants and related benefits warrant shall be issued.

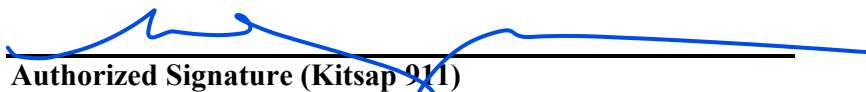
Payroll Amount Approved:	<u>\$ 437,875.66</u>
Transferred to Payroll Account	<u>\$ 390,900.61</u>

Stephanie Browning

Prepared By (Kitsap 911)

03/15/2023

DATE



Authorized Signature (Kitsap 911)

03/15/2023

DATE

Executive Committee Chair

DATE

Kitsap 911 Public Authority

Resolution 2023-003

Declaring Certain Personal Property as Surplus to the Needs of Kitsap 911 and Removing Said Property from Inventory.

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 Board of Directors has appointed an Executive Committee and delegated certain powers and authority to the Executive Committee in accordance with article VI of the Bylaws; and

WHEREAS, Kitsap 911 Governing Directive 60 requires the Executive Committee to authorize the removal of surplus personal property/capital equipment from the inventory prior to disposal; and

WHEREAS, the Authority has determined that the personal property/capital equipment listed in Attachment A is surplus to the needs of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Kitsap 911 Executive Committee as follows:

Section 1. Declaring Surplus Property. The Personal Property/Capital Equipment described in Attachment A is no longer needed or necessary for the Authority’s purposes and is declared surplus.

Section 2. Authorizing Disposal. The Executive Director is authorized to dispose of said property in accordance with Governing Directive 60.

Section 3. 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 4. 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 Executive Committee on March 22, 2023, of which all Directors were notified, and a quorum was present.

**KITSAP 911 EXECUTIVE COMMITTEE
OF THE BOARD OF DIRECTORS**

DUSTY WILEY, CHAIR

ATTEST:

Richard A. Kirton, Executive Director

Asset Number	Serial #	Description
61056	FL980R1	Computer, Desktop (OLD TRN9)
61524	6DKSA68271	Laptop, Toughbook CF31, MCT
61542	6IKSA87091	Laptop, Toughbook CF31, MCT
70108	B2X4282	PC Replacement for Operations Sups Deskt
70109	FL960R1	Computer, Desktop (OLD CAD 15)
70110	8G8QW52	Computer, Desktop, Dell Optiplex (MAP)
70112	8G9JW52	Computer, Desktop (CADSE, JamieW)
70140	BY64C42	Computer, Desktop, Dell Optiplex (DD)
70148	FRCHW52	Computer, Desktop, Dell Optiplex(offast)
70150	235RCZ1	Computer, Desktop (FISCALTECH)
70153	JLQ2DH1	COMPUTER, DESKTOP, (OLD DHEISTAND)
70160	F1CYCH2	Computer, Desktop (Conf Room Lptp)
70162	5SG6PM1	Computer, Desktop (CAD) OLD TRN3
70164	CSSTPN1	Computer, Desktop, (OLD CAD 7)
70169	5SF7PM1	Computer, Desktop (CAD) OLD TRN6
70170	CSRWPN1	Computer, Desktop (CAD) OLD TRN7
70171	CSTWPN1	Computer, Desktop, (OLD CAD 5)
70172	CSSVPN1	Computer, Desktop, (OLD CAD 3)
70174	CZFCS52	Computer, Desktop, MAXPC (P18)
70178	CZFBS52	Computer, Desktop, MAXPC (P18)
70181	CZFDS52	Computer, Desktop, MAXPC (P12)
70184	CZF9S52	Computer, Desktop, MAXPC (P14)
70188	CZDJS52	Computer, Desktop, MAXPC (P11)
70191	CZDHS52	Computer, Desktop, MAXPC (P13)
70195	CZFFS52	Computer, Desktop, MAXPC (P15)
70200	CZDGS52	Computer, Desktop, MAXPC (P16)
70203	CZF8S52	Computer, Desktop, MAXPX (P1)
70209	CZDMS52	Computer, Desktop, MAXPC (P2)
70211	CZDDS52	Computer, Desktop, MAXPC (P10)
70213	CZFGS52	Computer, Desktop, MAXPC (P8)
70230	CZFHS52	Computer, Desktop, MAXPC (P7)
70235	CZDFS52	Computer, Desktop, MAXPC (P9)
70238	CZDNS52	Computer, Desktop, MAXPC (P6)
70242	CZDKS52	Computer, Desktop, MAXPC (P3)
70245	CZFKS52	Computer, Desktop, MAXPC (P4)
70249	CZDLS52	Computer, Desktop, MAXPC (P5)
70251	235QCZ1	Computer, Desktop (SUP6)
70254	234SCZ1	Computer, Desktop (SUP3)
70255	236QCZ1	Computer, Desktop (SUP2)
70256	845B4J1	Computer, Desktop (SUP5)
70257	234RCZ1	Computer, Desktop (SUP4)
70263	USE127N095	SERVER, RACK MOUNT, HP (COMM2)
70264	USE127N096	Server, Rack Mount, HP (COMM1)
70265	USE127N09A	WDS, WSUS, and Print Server
70266	USE127N099	Server, Rack Mount, HP (CAD1)
70282	HL57FB2	Computer, Desktop (OPSMGR)

Asset Number	Serial #	Description
70283	CSTTPN1	Computer, Desktop, (OLD CAD10)
70284	CSRVPN1	Computer, Desktop, (OLD CAD 9)
70286	FL790R1	Computer, Desktop, (OLD CAD 11)
70287	235SCZ1	Computer, Desktop (OFFSUPV)
70306	USE804NAH7	PROLIANT DL385 G2 SERVER (NAS SERVER 1)
70344	8x7gps1	Computer/Desktop (ACOM SERVER)
70345	8x6gps1	Computer, Desktop, ZetronPC
70400	CZFJS52	Computer, Desktop, MAXPC (P19)
70403	CSRTPN1	Computer, Desktop, (OLD CAD 8)
70406	FL8G0R1	Computer, Desktop, (OST02)
70408	FL6G0R1	Computer, Desktop (OLD CAD 2)
70423	4qp8cp2	Computer, Desktop (OST03)
70483	XT133A6128GMY190927033	Tablet, 2-in-1, Win10, XIDU, Silver (03)
70484	XT133A6128GMY190927003	Tablet, 2-in-1, Win10, XIDU, Silver (01)
70485	XT133A6128GMY190927052	Tablet, 2-in-1, Win10, XIDU, Silver (02)
70486	XT133A6128GMY191012152	Tablet, 2-in-1, Win10, XIDU, Silver (04)
70487	XT133A6128GMY191012154	Tablet, 2-in-1, Win10, XIDU, Silver (05)
70488	XT133A6128GMY191012026	Tablet, 2-in-1, Win10, XIDU, Silver (06)
70489	XT133A6128GMY191012059	Tablet, 2-in-1, Win10, XIDU, Silver (07)
70490	XT133A6128GMY191012052	Tablet, 2-in-1, Win10, XIDU, Silver (08)
70492	XT133A6128GMY191012010	Tablet, 2-in-1, Win10, XIDU, Silver (10)
70493	XT133A6128GMY191012003	Tablet, 2-in-1, Win10, XIDU, Silver (11)
70494	XT133A6128GMY191012036	Tablet, 2-in-1, Win10, XIDU, Silver (12)
70495	XT133A6128GMY191012049	Tablet, 2-in-1, Win10, XIDU, Silver (13)
70496	XT133A6128GMY191012047	Tablet, 2-in-1, Win10, XIDU, Silver (14)
70497	XT133A6128GMY191012030	Tablet, 2-in-1, Win10, XIDU, Silver (15)
70498	XT133A6128GMY191012009	Tablet, 2-in-1, Win10, XIDU, Silver (16)
70500	XT133A6128GMY191012006	Tablet, 2-in-1, Win10, XIDU, Silver (18)

Executive Summary

Kitsap 911 Board of Directors

Summary: For the two months ended February 28, 2023 (16.67% of the year elapsed), revenues and operating expenditures were with our year-to-date expectations, which were updated with the budget amendment which was adopted on March 7, 2023.

Revenues: As of February 2023, we have received approximately \$3.3M (17.71%) of projected annual revenues, exceeding our year-to-date forecast of \$3.2M (16.93%) by approximately \$147K (0.78%).

Revenues	Expected	Actual	Variance	
Sales Tax 1	\$1.16 M 17.58%	\$1.18 M 17.87%	\$0.02 M 0.29%	●
Sales Tax 2	\$1.16 M 17.58%	\$1.18 M 17.87%	\$0.02 M 0.29%	●
Excise Tax	\$0.40 M 15.38%	\$0.45 M 17.16%	\$0.05 M 1.78%	●
Other Revenues	\$0.46 M 15.38%	\$0.52 M 17.48%	\$0.06 M 2.10%	●
Total Revenue	\$3.19 M 16.93%	\$3.33 M 17.71%	\$0.15 M 0.78%	●

We have received approximately \$2.4M (17.87%) in total sales tax revenues, which was in-line with our year-to-date forecast of \$2.3M (17.58%) by approximately \$38K (0.57%). Total sales tax revenues are divided evenly on the table above between our two 1/10th of 1% allocations, each receiving \$1.2M.

We have received approximately \$449K (17.16%) of the total projected excise tax revenues, which was above our year-to-date forecast of \$402K (15.38%), over expectations by approximately \$46K (1.78%).

Other revenues received were \$520K (17.48%), which was above our year-to-date forecast of \$458K (15.38%), over expectations by approximately \$62K (2.10%). For February 2023, the primary driver was fluctuations in agency user fees due to the receipt of a past-due 2022 invoice.

Operating Expenditures: As of February 2023, we have expended approximately \$2.5M (18.43%) of our total operating expenditures appropriation, which was under our amended year-to-date expectation of \$2.8M (20.18%) by approximately \$240K (1.75%).

Operating Expenditures	Expected	Actual	Variance	
Operating Salaries & Benefits	\$1.85 M 16.58%	\$1.81 M 16.26%	\$0.04 M 0.32%	●
Operating Non-Labor	\$0.92 M 35.63%	\$0.72 M 27.77%	\$0.20 M 7.86%	●
Total Operating Expenditures	\$2.77 M 20.18%	\$2.53 M 18.43%	\$0.24 M -1.75%	●

We have expended approximately \$1.8M (16.26%) of our total operating salaries and benefits budget, which was in-line with our year-to-date goal of \$1.8M (16.58%), under budget by approximately \$36K (1.95%).

We have expended approximately \$720K (27.77%) of the total Operating Supplies, Services, and Inter-fund expenditures, which was below our year-to-date goal of \$0.9M (35.63%), under expectations by approximately \$204K (7.86%).

Radio, LMR, and MCT Replacement Project Expenditures: As of February 2023, we have expended approximately \$1.9K (19.02%) of our total annual appropriation of \$10.2M.

Radio, LMR, & MCT Replacement Projects	Appropriation	YTD	Remaining	
Technical Projects	\$9.83 M 100.00%	\$1.89 M 19.21%	\$7.94 M 80.79%	●
Non-Operating Labor	\$0.36 M 100.00%	\$0.05 M 13.87%	\$0.31 M 86.13%	●
Total Non-Operating Expenditures	\$10.18 M 100.00%	\$1.94 M 19.02%	\$8.25 M 80.98%	●

Other Capital Projects and Non-Operating Expenditures: As of February 2023, we have expended approximately \$1.8K (0.07%) of our total annual appropriation of \$2.6M.

Other Non-Operating Expenditures	Appropriation	YTD	Remaining	
Technical Projects	\$2.52 M 100.00%	\$0.00 M 0.00%	\$2.52 M 100.00%	●
Non-Operating Supplies and Services	\$0.09 M 100.00%	\$0.00 M 2.08%	\$0.08 M 97.92%	●
Total Non-Operating Expenditures	\$2.60 M 100.00%	\$0.00 M 0.07%	\$2.60 M 99.93%	●

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

Risks: The cost impact from rising inflation, supply chain disruption, and the shortage of certain supplies and services pose the greatest risk to our revenues, primarily because Kitsap 911's main source of revenue is derived from taxable retail sales in Kitsap County. We will continue to monitor these and other risks over the coming months.



Kitsap 911

Fund Balance Summary

Net Fund Position	as of 02/28/2023
Temporary Investment Balance	\$ 6,996,279.47
Cash Balance	
Warrant Account	1,755,882.30
Payroll Account	1,005,935.69
Flex Spending Account	38,671.76
Petty Cash	402.15
Cash Subtotal	<u>2,800,891.90</u>
Total Cash and Cash Equivalents	<u>9,797,171.37</u>
Add: Outstanding Warrants	20,915.81
Less: Outstanding Receipts	(3,640.23)
Net Fund Position	<u>\$ 9,814,446.95</u>

Funds Committed for Capital and Non-Operating Projects
As of February 2023

Funds Committed for Non-Operating Projects and Expenditures

Job Code	Project	Estimated Project Total	Total Funds Appropriated	Current Month Expenditures	YTD Expenditures	LTD Expenditures	Budgeted Funds Remaining	Approved via Resolution No.
64	Dispatch Floor Project - Console Furniture	\$ 500,000.00	\$ 500,000.00	\$ -	\$ -	\$ -	\$ 500,000.00	2022-007
40	UPS Hardware Replacement	300,000.00	300,000.00	-	-	-	300,000.00	2022-007
62	Carver Roof Replacement	250,000.00	250,000.00	-	-	-	250,000.00	2022-007
67	Replace AV System	250,000.00	250,000.00	-	-	-	250,000.00	2022-007
68	VX Rail Infrastructure	200,000.00	200,000.00	-	-	-	200,000.00	2022-007
65	Dispatch Floor Project - Carpet	150,000.00	150,000.00	-	-	-	150,000.00	2022-007
66	Dispatch Floor Project - Soundproofing	150,000.00	150,000.00	-	-	-	150,000.00	2022-007
69	Move-up Module	100,000.00	100,000.00	-	-	-	100,000.00	2022-007
55	Replace Blue Truck	80,000.00	80,000.00	-	-	-	80,000.00	2022-002
44	Server Virtualization & Cyber Security	55,000.00	55,000.00	-	-	-	55,000.00	2022-002
70	Data Logging Software	50,000.00	50,000.00	-	-	-	50,000.00	2022-007
71	First Due Interface	50,000.00	50,000.00	-	-	-	50,000.00	2022-007
72	Network Security Analysis	50,000.00	50,000.00	-	-	-	50,000.00	2022-007
56	Replace Supervisor & Training Room PCs	23,000.00	23,000.00	-	-	-	23,000.00	2022-002
74	Office and MDM Replacement	20,000.00	20,000.00	-	-	-	20,000.00	2022-007
75	Offsite Backup Enhancements	20,000.00	20,000.00	-	-	-	20,000.00	2022-007
49	Antenna Repairs	20,000.00	20,000.00	-	-	-	20,000.00	2022-002
73	Secondary Edge Frontier Licenses	15,000.00	15,000.00	-	-	-	15,000.00	2022-007
Subtotal Capital Projects		\$ 2,283,000.00	\$ 2,283,000.00	\$ -	\$ -	\$ -	\$ 2,283,000.00	

Funds Committed for Capital Projects

Job Code	Project	Estimated Project Total	Total Funds Committed	Current Month Expenditures	YTD Expenditures	LTD Expenditures	Budgeted Funds Remaining	Approved via Resolution No.
58	LMR Replacement Project	\$ 39,000,000.00	\$ 4,000,000.00	\$ -	\$ -	\$ -	\$ 4,000,000.00	2022-010
63	MCT Replacement	3,740,000.00	3,740,000.00	741,909.17	1,720,736.47	1,720,736.47	2,019,263.53	2022-010
57	Microwave System	2,000,000.00	2,000,000.00	-	167,015.71	168,438.63	1,831,561.37	2022-002
Capital Project Labor			256,154.00	25,298.81	49,381.74	49,381.74	256,154.00	
Subtotal Non-Operating Projects		\$ 44,740,000.00	\$ 9,996,154.00	\$ 767,207.98	\$ 1,937,133.92	\$ 1,938,556.84	\$ 8,106,978.90	
Total Capital and Non-Operating Projects		\$ 47,023,000.00	\$ 12,279,154.00	\$ 767,207.98	\$ 1,937,133.92	\$ 1,938,556.84	\$ 10,389,978.90	

Funds Assigned

As of February 2023

Job Code	Project	Year Assigned	Total Funds Assigned	Current Month Expenditures	YTD Expenditures	LTD Expenditures	Assigned Funds Remaining
	Stabilization Fund	2023	\$ 2,188,277.00	\$ -	\$ -	\$ -	\$ 2,188,277.00
	Microwave System (Equipment and Installation) - Cash Flow	2023	1,181,536.51	-	-	-	1,181,536.51
	Payroll Cashflow	2023	350,000.00	-	-	-	350,000.00
61	CCTV and Access Control Replacement	2022	500,000.00	-	-	-	500,000.00
29	Unexpended Fire Alerting Project Funds	2022	128,192.11	-	-	-	128,192.11
26	Backup Center	2022	108,673.07	-	-	-	108,673.07
50	Simulcast Tuning	2022	13,125.00	-	-	-	13,125.00
Total Assigned Funds			\$ 4,469,803.69	\$ -	\$ -	\$ -	\$ 4,469,803.69



Kitsap 911

Monthly Financials for the Month Ended 02/28/2023

Description	2023 Annual Budget	February 2023 Expected Budget \$	February 2023 Expected Budget %	February 2023 YTD	Delta to Annual Budget		Delta to YTD Budget		
					\$	%	\$	%	
Revenues									
Sales Tax 1	\$ 6,613,461	\$ 1,162,646	17.58%	\$ 1,181,537	\$5,431,925	17.87%	\$18,890	101.62%	
Sales Tax 2	6,613,461	1,162,646	17.58%	1,181,537	5,431,925	17.87%	18,890	101.62%	
Telephone Excise Tax	2,613,822	402,126	15.38%	448,595	2,165,227	17.16%	46,468	111.56%	
Other Revenues	2,974,311	457,586	15.38%	519,977	2,454,334	17.48%	62,390	113.63%	
Total Revenues	\$18,815,055	\$3,185,006	16.93%	\$ 3,331,644	\$15,483,410	17.71%	\$146,639	104.60%	
Operating Expenditures									
Operating Labor									
Salaries	\$ 8,819,946	\$ 1,356,915	15.38%	\$ 1,378,823	\$7,441,124	15.63%	\$21,908	101.61%	
Payroll Taxes	781,293	136,726	17.50%	119,586	661,707	15.31%	(17,140)	87.46%	
Benefits	2,147,265	447,347	20.83%	311,366	1,835,899	14.50%	(135,981)	69.60%	
Budgeted Attrition	(619,304)	(95,277)	15.38%	-	(619,304)	0.00%	95,277	0.00%	
Total Labor	\$ 11,129,201	\$ 1,845,710	16.58%	\$ 1,809,775	\$9,319,426	16.26%	(\$35,936)	98.05%	
Operating Supplies and Services									
Supplies	\$ 359,082	\$ 105,606	29.41%	\$ 52,525	\$306,558	14.63%	(\$53,081)	49.74%	
Professional Services	423,976	60,247	14.21%	87,881	336,095	20.73%	27,634	145.87%	
Communications	287,950	40,918	14.21%	31,964	255,986	11.10%	(8,954)	78.12%	
Travel	65,098	10,852	16.67%	421	64,678	0.65%	(10,431)	3.88%	
Advertising	9,673	2,156	22.29%	1,526	8,147	15.77%	(630)	70.77%	
Operating Rents/Leases	170,030	15,235	8.96%	44,030	126,000	25.90%	28,796	289.01%	
Insurance	114,942	114,942	100.00%	95,195	19,747	82.82%	(19,747)	82.82%	
Utilities	168,534	28,904	17.15%	29,367	139,167	17.43%	464	101.60%	
Repairs & Maintenance	900,301	527,486	58.59%	368,188	532,113	40.90%	(159,298)	69.80%	
Miscellaneous	92,478	17,303	18.71%	8,617	83,861	9.32%	(8,685)	49.80%	
Total Non-Labor	2,592,065	923,648	35.63%	719,715	\$1,872,351	27.77%	(\$203,934)	77.92%	
Total Operating Expenditures	\$ 13,721,266	\$ 2,769,359	20.18%	\$ 2,529,489	\$11,191,777	18.43%	(\$239,869)	91.34%	
Capital and Other Non-Operating Expenditures									
Radio, LMR, and MCT Replacement Projects									
Technical Projects	\$ 9,827,857			\$ 1,887,752	\$7,940,105	19.21%			
Non-Operating Labor	356,021			49,382	306,640	13.87%			
Non-Operating Supplies and Services	-			-	-	0.00%			
Total Non-Operating Expenditures	10,183,878			1,937,134	\$8,246,745	19.02%			
Other Capital and Non-Operating Expenditures									
Technical Projects	\$ 2,515,584			20	\$2,515,564	0.00%			
Non-Operating Supplies and Services	85,000			1,767	83,233	2.08%			
Total Non-Operating Expenditures	2,600,584			1,786	\$2,598,797	0.07%			
Total Expenditures	\$ 26,505,728			\$ 4,468,410	\$22,037,318	16.86%			

Kitsap 911 2023 Key Projects and Initiatives

Technical Projects			Estimated			
Proj/Task#	Project/Initiative		Priority	Start	Completion	Status
2019	1	Backup Center - develop plans to leverage remote 911 to provide a more geo-diverse backup	3	9/30/2022	TBD	In Progress
2019	2	SUPPORT - RMS/JMS Replacement (Support KCIS)	3		6/30/2023	At Risk
2019	3	Replace UPS	5	4Q 2022	TBD	In Progress
2020	4	Evaluate feasibility of bringing all IT functions in house	4			
2020	5	Evaluate how to manage incoming data and media (NG911, Cameras, etc.)	3			Pending
2021	6	Closest Fire Unit Dispatch- Changing Gears Deployments	2	6/1/2021	Q4 2024	Delayed Start - In Progress
2022	7	Replace inventory/asset management software	4	9/30/2022	Q1 2023	Complete+
2022	8	Complete 10-year TSG Staffing Analysis	2	12/28/2022	Q2 2023	In Progress
2022	9	Security System Replacement	2	4Q 2022	Q3 2023	In Progress
2022	10	Replace Kitsap 911 Roof	3	1/16/2023	Q1 2023	Complete+
2022	11	Replace Blue Truck	4	11/1/2022	Q3 2023	In Progress
2022	12	MCT Replacement	1	10/19/2022	Q2 2023	In Progress
2022	13	Cad to Cad Interface with South Sound 911	2	Q3 2022	Q4 2023	In Progress
2023	14	Data Logging Software	3	Q2 2023	Q4 2023	Not Started
2023	15	Office and MDM Replacement	3	1/15/2023	Q2 2023	In Progress
2023	16	Upgrade Accounting Software	4	Q2 2023	TBD	Not Started
2023	17	Secondary Edge Frontier License	3	Q3 2023	TBD	Not Started
2023	18	Improve redundancy of VX Rail Infrastructure	3			²⁷ Pending

Proj/Task#		Project/Initiative	Priority	Start	Completion	Status
2023	19	Offsite Backup Enhancements	3	Q2 2023	Q4 2024	Not Started
2023	20	Network Security Analysis	3	Q3 2023	Q4 2023	Not Started
2023	21	First Due Interface for Edge Frontier	4	Q4 2023	TBD	Not Started
2023	22	Move Up Module	4			Pending
2023	23	Replace AV System	4	Q4 2023	TBD	Not Started
2023	24	Dispatch Floor Project - Carpet	3	Q4 2023	TBD	Not Started
2023	25	Dispatch Floor Project - Soundproofing	3	Q4 2023	TBD	Not Started
2023	26	Dispatch Floor Project - Console Furniture	2	Q4 2023	TBD	Not Started
2023	27	Support Fire Service Efforts to Improve EMS Wait times with SMMC	3	Q1 2023	TBD	In Progress

Microwave Replacement Project (Multi-Year)			Estimated			
Task#		Milestone	Priority	Start	Completion	Status
MV	1	Onsite training for Staff	2	2/27/2023	3/3/2023	Complete
MV	2	Factory Staging Assessment Testing	1	3/6/2023	3/10/2023	In Progress
MV	3	Indoor Equipment Installation	2	5/15/2023	8/1/2023	
MV	4	Outdoor Equipment Installation	2	7/1/2023	11/1/2023	
MV	5	Project Completion	2		Q1 2024	

LMR Replacement Project (Multi -Year)			Estimated			
Task#		Milestone	Priority	Start	Completion	Status
LMR	1	Vendor Demonstations	3	2/15/2023	3/24/2023	In Progress
LMR	2	First cut of RFP proposals	2	3/20/2023	3/27/2023	
LMR	3	RFP Interviews and Reference Checks	3	3/27/2023	4/7/2023	

Proj/Task#		Project/Initiative	Priority	Start	Completion	Status
LMR	4	Final Vendor Selection Recommendation	2	9/29/2023	TBD	
LMR	5	Contract Negotiations with awarded responder	2	TBD	TBD	
LMR	6	Project Kick off and begin system design work	1	Q4 2023	TBD	