

# Special Kitsap 911 Board of Directors Meeting

August 9, 2023 (1:00 to 3:00)

Via Hybrid Option of Zoom or in-person at Kitsap 911

## A G E N D A

1	Call to Order	(Chair)
<b>Action Items</b>		
5	Approval of Interlocal Agreement for E911 Services and Reimbursements of Eligible Expenses with Kitsap County	(Kirton)
6	Radio Vendor Selection	(Peabody/Kirton)
7	Adjourn	(Chair)

When: August 9, 2023 1:00 PM Pacific Time (US and Canada)

Topic: Special Kitsap 911 Board of Directors

Join Zoom Meeting

<https://us06web.zoom.us/j/87067478180?pwd=L0FYWjhWK0tzcDlacUlYMIl3TDlSZz09>

Meeting ID: 870 6747 8180

Passcode: 911

One tap mobile

+12532050468,,87067478180#,,, \*911# US

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



Meeting Date:  
Agenda Item No:

<b>Kitsap County Board of Commissioners</b>			
<b>Office/Department:</b>		Commissioners	
<b>Staff Contact:</b>		Karen Goon	
<b>Agenda Item Title:</b>		KC-278-18-D - Kitsap 911 Interlocal Agreement Amendment	
<b>Recommended Action:</b> approve KC-278-18-D - Kitsap 911 Interlocal Agreement Amendment			
<b>Summary:</b>	Amendment to Interlocal Agreement with Kitsap 911 such that Kitsap 911 will perform those services, tasks, duties, and obligations set out in Attachment F (KC-363-22 SECO County Coordinator Professional Development Contract SFY2023) with Washington State Military Department) and in exchange Kitsap County will pass-through the funds received from the State to Kitsap 911		
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Contract Review Sheet</li> <li>2. Amendment</li> </ol>		
<b>Fiscal Impact for this Specific Action</b>			
<b>Expenditure required for this specific action:</b>		\$52,368.00	
<b>Related Revenue for this specific action:</b>		\$52,368.00	
<b>Cost Savings for this specific action:</b>		\$0	
<b>Net Fiscal Impact:</b>		\$52,368.00	
<b>Source of Funds:</b>		State Emergency 911 Funds	
<b>Fiscal Impact for Total Project</b>			
<b>Project Costs:</b>		\$280,136.00	
<b>Project Costs Savings:</b>		\$280,136.00	
<b>Project Related Revenue:</b>		\$280,136.00	
<b>Project Net Total:</b>		\$280,136.00	
<b>Office/Departmental Review &amp; Coordination</b>			
<b>Office/Department</b>		<b>Elected Official/Department Director</b>	
Commissioners			
<b>Contract Information</b>			
<b>Contract Number</b>	<b>Date Original Contract or Amendment Approved</b>	<b>Amount of Original Contract Amendment</b>	<b>Total Amount of Amended Contract</b>
KC-278-18-D	pending	52,368	280,136
KC-278-18-C	7.12.2021	52,597	227,768
KC-278-18-B	7.27.2020	49,735	175,171
KC-278-18-A	9.23.2018	49,735	125,235
KC-278-18	9.10.2018	75,500	



# Kitsap County CONTRACT REVIEW SHEET (Chapter 3.56 KCC)

<b>A. CONTRACT INFORMATION</b> <i>(for Contract Signing Authority, see KCC 3.56.075)</i>	
1. Contractor	Kitsap 911
2. Purpose	Amendment to Interlocal Agreement with Kitsap 911 such that Kitsap 911 will perform those services, tasks, duties, and obligations set out in Attachment F (KC-XXX-22 SECO County Coordinator Professional Development Contract SFY2023) with Washington State Military Department and in exchange Kitsap County will pass-through the funds received from the State to Kitsap 911.
3. Contract Amount	\$52,368.00 Disburse <input checked="" type="checkbox"/> Receive <input checked="" type="checkbox"/>
4. Contract Term	Upon Signature – 08/15/2023
5. Contract Administrator	Karen Goon Phone 360.337.7080
Approved:	Date
Department Director	
<b>B. AUDITOR – Accounting Information</b>	
1. Contract Control No.	KC-278-18-D
2. Fund Name	State Emergency 911 Funds
3. Payment from-Revenue to Program/Revenue or Spend Category	9258.3340.0180, 9258.5514 (direct deposit to K911 89822.3860)
Reviewer	Dave Schureman Date 6/30/2022
4. Comments:	
<b>C. AUDITOR – Grant Review</b> <i>Signature only required if grant funded contract</i>	
1. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Dave Schureman Date 6/30/2022
2. Comments: amendment	
<b>D. ADMINISTRATIVE SERVICES DEPARTMENT – Risk Manager Review</b>	
1. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Timothy M. Perez Date 6/30/2022
2. Comments: Amendment Only	
<b>E. ADMINISTRATIVE SERVICES DEPARTMENT – Budget Manager Review</b> <i>Signature required if \$50,000 or more OR if signed by Board of Commissioners (regardless of dollar amount)</i>	
1. <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Aimée Campbell Date 06/30/2022
2. Comments:	
<b>F. HUMAN RESOURCES – Human Resources Director Review</b> <i>Signature only required if union or employment contract</i>	
1. <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Date
2. Comments:	
<b>G. INFORMATION SERVICES – Information Services Director Review</b> <i>Signature only required if technology contract</i>	
1. <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Reviewer	Date
2. Comments:	
<b>H. PROSECUTING ATTORNEY</b>	
1. <input checked="" type="checkbox"/> Approved as to Form <input type="checkbox"/> Not Approved as to Form	
Reviewer	Jacquelyn Aufderheide Date 07-12-2022
2. Comments:	

Date Approved by Authorized Contract Signer:  
RETURN SIGNED ORIGINALS TO:

Date 8/8/2022  
Alex Jarrett @ MS- 4

**AMENDMENT TO INTERLOCAL AGREEMENT  
FOR E911 SERVICES AND REIMBURSEMENT OF ELIGIBLE EXPENSES**

**KC-278-18-D**

This Amendment to the Interlocal Agreement for E911 Services and Reimbursement of Eligible Expenses is made and entered into pursuant to RCW 39.34.080 between Kitsap County (County) and Kitsap 911. In consideration of the mutual benefits and covenants contained herein, the parties agree that their Agreement, numbered as Kitsap County Contract No. KC-278-18, and executed on September 10, 2018, shall be amended as follows:

**SECTION 1.** The following new language will be added to the RECITALS:

WHEREAS, the County will be entering into a contract with the Washington State Military Department (Department) for reimbursement of eligible expenses concerning operation of E911 services, said contract being attached hereto as Attachment F, "SECO COUNTY Coordinator Professional Development (CPD) Contract SFY 2023 (E23-018);" and

WHEREAS, the County desires to amend its Interlocal Agreement (KC-278-18) with Kitsap 911 such that Kitsap 911 will perform those services, tasks, duties, and obligations set out in Attachment F to this Amendment to the Interlocal Agreement, and Kitsap County will pass-through the funds to be received under Attachment F to Kitsap 911 in exchange for Kitsap 911's performance and completion in a satisfactory manner the services, tasks, duties, and obligations set out in this Amendment and in Attachment F, RCW 35.21.730 through RCW 35.21.759, and Chapter 2.110 Kitsap County Code.

**SECTION 2.** Section 1 of the Agreement, SCOPE OF SERVICES, is amended to read as follows:

Kitsap 911 shall perform the services, tasks, duties, and obligations set out in Attachments A, B, C, D, E and F, including the furnishing of all materials and equipment necessary, as described in the Agreement and in Attachments A, B, C, D, E and F.

**SECTION 3.** Section 2 of the Agreement, TERM, is amended to read as follows:

This Agreement shall be effective July 1, 2017 through August 15, 2023.

**SECTION 4.** Section 3, Compensation and Method of Payment, is amended to read as follows:

The County will authorize the Department to pay directly to Kitsap 911 those sums identified in Section VIII of Attachments A, B, C, D, E and F. The County shall make no other payments to Kitsap 911, and compensation to Kitsap 911 under this Agreement and Attachments A, B, C, D, E and F shall be limited to those funds allowed and paid by the Department pursuant to Attachments A, B, C, D, E and F.

In the event any funds are recaptured by the Department as allowed in Attachments A, B, C, D, E and F, within 30 days of demand Kitsap 911 shall reimburse the County all amounts recaptured, including any costs incurred by Kitsap County, including attorney fees, as provided in the recapture provisions in Attachments A, B, C, D, E and F.

**SECTION 5.** Section 8, Subsection B, Termination for Cause is Amended as follows:

B. Termination for Cause. If Kitsap 911 fails to perform in the manner called for in the Agreement or any Amendments to this Agreement, or if Kitsap 911 fails to comply with any other provisions of the Agreement or any Amendments to the Agreement and fails to correct such noncompliance within five (5) days written notice thereof, the County may terminate the Agreement for cause. Termination shall be effected by serving a notice of termination on Kitsap 911 setting forth the manner in which Kitsap 911 is in default.

**SECTION 6.** Except as expressly provided in this Amendment, all other terms and conditions of the original Agreement, and subsequent amendments, addenda, or modifications thereto, remain in full force and effect.

**SECTION 7.** Filing. This Amendment shall be filed with the Kitsap County Auditor following execution.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the last date of signature below.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2022

Dated this 8 day of August, 2022

**KITSAP 911**

**BOARD OF COMMISSIONERS  
KITSAP COUNTY, WASHINGTON**

\_\_\_\_\_  
RICHARD KIRTON, Executive Director

  
\_\_\_\_\_  
EDWARD E. WOLFE, Chair

  
\_\_\_\_\_  
CHARLOTTE GARRIDO, Commissioner

**NOT PRESENT**

\_\_\_\_\_  
ROBERT GELDER, Commissioner

ATTEST

  
  
\_\_\_\_\_  
Dana Daniels, Clerk of the Board