



Kitsap 911 Executive Committee Meeting of August 9, 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, Legal Counsel for Kitsap 911 Ken Bagwell, Executive Director Richard Kirton, Deputy Director Maria Jameson-Owens, Assistant Director of Operations Jamie Donley, Finance Manager Steve Rogers, Technical Systems Manager Brandon Wecker, Radio Program Manager Scott Peabody and Administrative Specialist Stephanie Browning

Guests:

Absent: Director John Gese, Strategic Advisory Board Chair Chief Ron Harding, Strategic Advisory Vice Chair Jim Gillard.

Call to Order. Chair Dusty Wiley called the meeting to order at 1327.

Public Comment: None

Additions: None

Approval of Minutes 06/28/2023:

Director David Ellingson made a motion to approve minutes from 06/28/2023. Motion was seconded by Director Joe Deets. Motion Passed.

Approval of Payment of Claims-Fund 89822:

**Director David Ellingson moved approval of A/P 5774 through 5834 Total \$422,588.87
Payroll dated 07/07/2023 and 07/21/2023 Total \$851,206.31
Use Tax 06/01/2023-06/31/2023 Total \$72.23
Motion was seconded by Director Dusty Wiley. Motion Passed.**

Ratification of Executed Contract:

K911-059 Clearwire-Director Richard Kirton reported this is a contract for lease estate on Carver Street; this lease is scheduled to expire in 2025 and they wanted to renew early. Kitsap 911 did a price analysis to make sure it was still on track and recommends approving a renewal through 2036.

Director David Ellingson made a motion to ratify contract K911-059 with Clearwire. Motion was seconded by Director Joe Deets. Motion Passed.

Action Items:

None

Discussion:

None

Staff Reports:**LMR Project Update**

Radio Program Manager Scott Peabody presented on the status (presentation attached) of the LMR project. The FCC has granted 7 of the 11 licenses that we have in process. The radio spectrum analysis for the radio system planning is taking place. There is an osprey nest at Mandus Olson, and work cannot take place while they are active, but bird abatement equipment has been ordered. The UPS system RFP had no acceptable proposals and will go back again. The target date to publish the DC Power RFP is 08/15/2023 with proposals due on 09/26/2023.

Finance Report

Finance Manager Steve Rogers reported our financial position as of June 30, 2023 (attached in agenda packet). The revenues are either right in-line with expectations or slightly above and the operating and capital expenses are below expectations. No reserves have been used to date, and the risks remain the same.

Staffing Report

Deputy Director Maria Jameson-Owens reported that the operations group is currently 10.5 positions short. A few trainees left last week and the goal was to hire four for the August class, but we ended up only hiring one. The next hiring will be at the end of August/September. A new position will be opening in the Admin Department and two technical positions.

Goals Update

Executive Director Richard Kirton reported that all items are still on track with no significant changes.

Emerging Issues-

Mr. Kirton said we are seeing more people trying out Artificial Intelligence (AI). There are some 911 centers using AI to answer their non-emergency lines.

Mr. Kirton said the remote 911 is advancing and we now have a call-taking working remotely from North Carolina.

Executive Session-

No Executive Session was needed but will be a standing agenda item.

Good of the Order-

None

Adjournment 13:45

The next regular meeting of the Kitsap 911 Executive Committee will be September 13, 2023