

KITTCOM Administrative Board Meeting Minutes

October 12, 2017 at 1:30 pm

700 Elmview Rd, Ellensburg, WA

Attendance: Gene Dana, Kittitas County; Glenn Huffman, KVFR; Mary Morgan & John Akers, City of Ellensburg. Darlene Mainwaring & Bob Johnson, KITTCOM.

Meeting Called to Order at: 1:32 pm

Approval of the Meeting Agenda: Gene Dana moved to approve the meeting agenda as presented, John Akers seconded, motion passed.

Approval of the September 19, 2017 Meeting Minutes: Mary Morgan moved to approve the minutes, Gene Dana seconded, motion passed.

Approval of the October 2017 Blanket Vouchers: Darlene Mainwaring led discussion regarding the October 2017 Vouchers.

September 2017 payroll benefit & deductions in the amount of \$53,624.87 (check numbers 022890 through 022898 and 022915 through 022926); and September 2017 direct deposits in the amount of \$63,762.24 (check numbers 022873 through 022889 and 022899 through 022914); vouchers in the amount of \$21,764.51 (check numbers 022927 through 022960).

Mary Morgan moved to approve the October 2017 blanket vouchers, John Akers seconded, motion passed.

Engineer's Report: Bob Johnson reported the following: 1. Staff is currently working to determine causes of radio troubles on Law Enforcement Main & Fire Ops channels. Also finding some poor audio due to problems with radios in fire apparatus. Staff is working with the agencies to resolve; 2. Staff is currently in discussions with the ski area operations & King County regarding the addressing of the facilities at all 4 ski locations; 3. Continuing the work at the Dodge Ridge radio site, the work isn't significant and if we get an early snow it may go unfinished until 2018.

2018 Budget Discussion: Darlene Mainwaring led discussion regarding the 2018 Budget. At the September 9-1-1 Advisory Committee (AC) Meeting it was announced there will be a shortfall for the State 911 2018 Biennium, mostly due to the double payments being made for the ESInet upgrade to the current provider, Century Link and the new provider, CommTech during the transition process which is scheduled to be completed by the end of 2018. Because of the shortfall the PSAPs are being asked to reduce funding needs either through the Operations Contracts or the CPD (Coordinator Professional Development). The 911 Coordinators will be meeting next week during the Coordinator's Forum in Spokane to discuss and provide a recommendation to the AC through the Policy Sub Committee. The State 911 office is looking for other solutions to fund the shortfall and not impact the counties, but so far nothing is definitive. The Budget Committee which includes Glenn Huffman, Mary Morgan & Gene Dana was not able to meet between the September and October Administrative Board meetings due to scheduling conflicts. Budget Meeting Scheduled for October 30th at 2pm.

Director's Report: Darlene Mainwaring reported the following: 1. Staffing levels continue to be, eight positions filled and two in training; 2. Hiring process currently has 2 in the background phase; 3. Staff have been reviewing 3 person coverage needs going into the winter; 4. The director has been catching up with normal tasks which were put aside during the fires and also impacted by completion of operational tasks and 5. The Director will be attending the 911 Coordinator's Forum the week of October 16th in the Spokane area.

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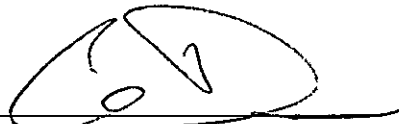
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Gene Dana moved to adjourn the meeting at 1:56 pm, John Akers seconded, motion passed.



KITTCOM Administrative Board Member



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ATTEST: Board Secretary Darlene Mainwaring

