

## **KITTCOM Administrative Board Meeting Minutes**

**May 10, 2018**

**700 Elmview Rd, Ellensburg, WA**

**Attendance:** Geoff Sherer, Hospital District 2; John Akers & Mary Morgan, City of Ellensburg; and Rich Elliott, KVFR (at 1:54 pm).

**Call to Order:** at 1:55 pm

**Approval of the Meeting Agenda:** Geoff Sherer moved to approve the Meeting Agenda as presented, Rich Elliott seconded, motion carried.

**Approval of the April 12, 2018 Meeting Minutes:** Geoff Scherer moved to approve the April 12, 2018 Meeting minutes as presented, Rich Elliott seconded, motion carried.

**Approval of the Blanket Vouchers for April 2018:** Darlene Mainwaring led discussion regarding the April 2018 payroll & May 2018 vouchers. April payroll benefit and deductions in the amount of \$51,556.79 (check numbers 023505 through 023513 and 023533 through 023544); and April direct deposits in the amount of \$63,259.64 (check numbers 023487 through 023504 and 023515 through 023532) and May 2018 vouchers in the amount of \$22,442.89 (check numbers 023514 and 023545 through 023575). Geoff Scherer moved to approve the blanket vouchers, John Akers seconded, motion carried.

**Engineers Report** Bob Johnson reported the following: 1. For the past few months ESDs were noticing a random problem with 9-1-1 calls in which we receive a 9-1-1 call, we answer, we cannot hear the caller nor can the caller hear us. The caller hangs up. They either try to call back or we are in the process of calling back the abandoned call, once connected, the caller can hear the ESDs and the ESDs can hear the caller. This has been reported to the phone vendor, West, and Fairpoint (Consolidated Communications) and they believe they have found the problem and it is being corrected; 2. With the recent Sprint/T-Mobile merger, KITTCOM may experience a decrease in revenue as they both have infrastructure on the 700 Elmview Rd radio tower; 3. Several years ago, we loaned 5 cards for radio infrastructure needs to Mason County, we don't need them back and will include in a future surplus resolutions; and 4. We have the opportunity to purchase radio microwaves at a fraction of the cost from Whitman County, by consensus, the Board members present were in favor of the purchase.


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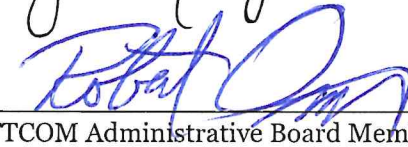
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**Director's Report** Darlene Mainwaring reported the following: 1. Update on the current staffing levels and hiring process; 2. Future discussions for succession planning an GIS update needs for NG9-1-1; 3. Creating a work group to review our current Priority Dispatch EMD with the King County CBD protocols to make the best decision for our county EMS system; and 4. The director will be on vacation May 31-June 4, 2018.

**Adjourned:** 2:09 pm

  
KITTCOM Administrative Board Member

  
KITTCOM Administrative Board Member

  
KITTCOM Administrative Board Member

ATTEST: Board Secretary Darlene Mainwaring