

KITTCOM Administrative Board Meeting

8 August 2019

700 Elmview Rd, Ellensburg, WA

Attendance: Rob Omans, City of Cle Elum; Mary Morgan & John Akers, City of Ellensburg; Darren Higashiyama, Kittitas County; Geoff Scherer, Hospital District 2 and Darlene Mainwaring, KITTCOM.

Meeting called to order at: 1:32 pm.

Approval of the Meeting Agenda: Darlene Mainwaring reported there would be no Engineer's Report and there should be a correction to the date of agenda item "Extend Mutual Aid MOU with Union through January 31, 2019, change "2019" to "2020". Rob Omans moved to approve the meeting agenda with the correction, Darren Higashiyama seconded, motion carried.

Approval of the July 11, 2019 meeting minutes: John Akers moved to approve the July 11, 2019 meeting minutes as presented, Mary Morgan seconded, motion carried.

Approval of the August 2018 Vouchers: Claims Fund in the amount of \$100,451.59 (check numbers 024905 through 024936); Payroll Direct Deposit in the amount of \$67,950.36 (check numbers 024840 through 024859 and 024871 through 024891); and Payroll Benefit & Deduction in the Amount of \$50,727.88 (check numbers 024860 through 024870 and 024892 through 024904). Mary Morgan moved to approve the August 2019 vouchers, John Akers, seconded, motion carried.

Staffing & Hiring update: Darlene Mainwaring reported: 2 Emergency Services Dispatchers were hired yesterday and they will begin on August 20, 2019, this will bring our full-time positions to 11, we still need 3 positions filled.

Meeting with Neighboring Counties to Discuss Futurizing 9-1-1 & Dispatch: The meeting with neighboring counties occurred on July 30, 2019 in Ellensburg, Washington included the Communication Center Directors, operations staff & Board members to include elected and appointed officials. Discussion centered on short-term and long-term strategies for hiring and retention. Future meetings will include 3 subcommittees: Technical, Elected Officials & Training. Technical will focus on costs, fiber available across county boundaries, infrastructure needs, what microwave systems are in use and leveraging other technology. Elected Officials will schedule a meeting after the November 2019 elections and the discussion will center on taking the strategies and regional needs to the legislators. Training will center around collaborating on new hire training and creating a regional training academy long and short term working to streamline the processes among the counties where possible. Board members present at the meeting were provided the meeting notes.

Extend Mutual Aid MOU with Union through January 31, 2019: Darlene Reported the current MOU between KITTCOM and the Labor Group expires on September 30, 2019. Both the Labor Group and KITTCOM would like to extend to January 31, 2020. With Board consensus, staff will request the extension from the Union.

Property Lease Agreement with Kittitas County for 700 Elmview Rd, Ellensburg Location: The agreement was received on Friday, August 2, 2019, staff reviewed and has asked for clarification from the County before inclusion at a KITTCOM Administrative Board meeting.

Director's Report: Darlene Mainwaring reported she had completed a draft of the KITTCOM White Paper which has been reviewed by the Chair and Vice Chair. A hard copy was provided to those in attendance, it will also be emailed to those in attendance to provide feedback. The director will be on a working vacation out of State at 4 pm today, August 8, 2019 until 10 am on August 19, 2019.

Meeting adjourned at 1:59 pm.



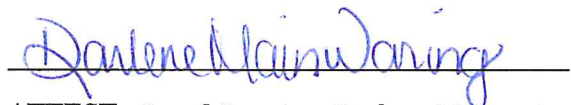
KITTCOM Administrative Board Member



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ATTEST: Board Secretary Darlene Mainwaring