

KITTCOM (Kittitas County 9-1-1)
Administrative Board Meeting Minutes

August 13, 2020

700 Elmview Rd, Ellensburg, WA

Attendance

On the Conference Bridge: Darren Higashiyama, Kittitas County; John Akers, City of Ellensburg; Rob Omans, City of Cle Elum; Geoff Scherer, Hospital District 2; Bob Johnson, KITTCOM & Nolan Weis & Pat O'Conner, Inland Internet. At KITTCOM: Mary Morgan, City of Ellensburg, Glenn Huffman, KVFR, Bill Dickinson, Kittitas County Fire District 7 and Darlene Mainwaring, KITTCOM. Cory Wright had a meeting conflict.

Meeting called to order at 1:32 pm.

Approval of the Meeting Agenda: Glenn Huffman moved to approve the agenda as presented, Bill Dickinson seconded, during discussion Darlene Mainwaring asked to switch the order of the Engineer's report with Review Current Agreement between Inland Internet & KITTCOM, motion carried with requested changes.

Approval of the June 11, 2020 Regular Meeting Minutes: Glenn Huffman moved to approve the June 11, 2020 regular Meeting Minutes as presented, Bill Dickinson seconded, motion carried.

Approval of the June 22, 2020 Special Meeting Minutes: Glenn Huffman moved to approve the June 22, 2020 Special Meeting Minutes as presented, Bill Dickinson seconded, motion carried.

Approval of the July & August 2020 Blanket Vouchers: Darlene Mainwaring led discussion regarding the blanket vouchers. July 2020 payroll benefit and deduction in the amount of \$59,672.82 (check numbers 025962 through 025970 and 025990 through 026001), July 2020 payroll direct deposit in the amount of \$71,686.72 (025940 through 025961 and 025971 through 025989) & and July Claims Funds in the amount of \$46,488.19 (check numbers 026002 through 026033). August 2020 payroll benefit and deduction in the amount of \$61,874.72 (check numbers 026054 through 026063 and 026084 through 026097); August payroll direct deposit in the amount of \$76,211.72 (check numbers 026034 through 026053 and 026064 through 026084); and claims fund in the amount of \$167,057.35 (check numbers 026098 through 026132). Bill Dickinson moved to approve the vouchers for July & August 2020, Glenn Huffman seconded, motion carried.

Review Current Agreement between Inland Internet & KITTCOM: Bob Johnson led discussion regarding the agreement. Inland Wireless has had a presence at the Sky Meadows radio site since 2003, the majority of the agreement is a "trade for services", however there is a value that hasn't been realized due to changes made by KITTCOM, factors such as, in 2005 the

KITTCOM Administrative Board Meeting

August 13, 2020

Page 2

Kittitas County Sheriff's Office changed the means of connectivity they had requested for the MDCs (Mobile Data Computers) from using Inland Wireless (a private owned service) for transport to using air cards. Over the years, there has been no movement to redeem the trade for services. Bob suggests we work with Inland Wireless to consider "trade for services" such as providing KITTCOM presence on the Cle Elum Ridge site of which Inland Wireless has a lease with Verizon Wireless, this could benefit Kittitas County public safety agencies in the Teanaway and other surrounding areas. The KITTCOM Board by concurrence agreed for staff to renegotiate a new agreement.

Engineer's Report: Bob Johnson reported the following: 1. He is no longer the Chair for EAS (Emergency Alert System); 2. The lightning damage at the Stampede radio site incurred approximately \$2,800.00 of damage to repair. At the Beverly radio site, staff upgraded with full optical meet with WSP; 3. Reminder of the Sprint & T-Mobile merger and the impact it could have in regards to the budget if they merge their systems at the KITTCOM 700 Elmview radio site in the future. Currently we collect approximately \$100,000.00 collectively from each service provider. T-Mobile is the hub for Kittitas County at the 700 Elmview site; 4. Staff has been struggling with T Mobile to make changes at KITTCOM site. The latest lease amendment T-Mobile proposed includes language that would allow them to make any changes without consulting KITTCOM. Staff will continue to work with T-Mobile to find a resolution; 5. Staff has been discussing with SPFR (Snoqualmie Pass Fire & Rescue) an additional radio frequency for the area. KITTCOM would provide the following: the transport rather than Century Link, antenna parts, FCC coordination for the frequency and less than 24 hours of time. The repeater would be controlled by Norcom. Bill Dickinson asked if Norcom controls the repeater could they disable the repeater. Bob Johnson stated they could disconnect, but not disable the repeater. Glenn Huffman asked if SPFR will be paying KITTCOM. Bob Johnson stated that hadn't been part of his discussion with Chief Wiseman. Darlene Mainwaring stated she had discussed this issue with Chief Wiseman earlier this year and at the time it was understood they would be reimbursing KITTCOM if this project were completed. Glenn Huffman & Darlene Mainwaring to discuss with Chief Wiseman. 6. On Saturday, August 15, KITTCOM will publish a request for proposals for the access control & security cameras; and 7. During a recent assist by staff for a communications plan for the Sheriff's Office, there was derogatory feedback from SAR volunteers about KITTCOM regarding the communications plan.

Glenn Huffman queried Bob Johnson regarding his retirement plans, Bob stated it would be in the same time frame as recently stated (December 31, 2020 to February 28, 2021).

2021 DRAFT Budget: The budget has increased, we are still waiting for the health benefits update which will occur in October to determine the actual increase. At this time it is at the maximum for the contract. Of note, this budget is with 13 positions filled, with the 14th position beginning in July 2021 as we currently have a part-time employee we are funding. Staff will continue to review & adjust. At Geoff Scherer's suggestion staff will query other agencies for their costs per call for their user agencies as another viewpoint of where we are in regards to costs.


Public Education Policy: Last draft for review, currently in review by legal.

Update on Prothman – Recruiting Director: Prothman reported 18 applications received. The subcommittee will meet with Prothman the week of the 24th of August to plan the final interviews.

Director's Report: Darlene Mainwaring reported 1. We are currently down 2 positions, we have 2 in training & 1 employee to go on family leave the end of August. 2. Staff collected job descriptions & salary information from RiverCom & MACC in regards to their technical positions for Board review.

Bill Dickinson moved to adjourn the meeting at 2:35 pm, Mary Morgan seconded, motion carried.

KITTCOM Administrative Board Member



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ATTEST: Board Secretary Darlene Mainwaring

