

KITTCOM Administrative Board Meeting

Thursday, June 11, 2020, 1:30 pm

700 Elmview Rd, Ellensburg, WA

Attendance at KITTCOM: Geoff Sherer, Hospital District 2; Glenn Huffman, Kittitas Valley Fire & Rescue; Darlene Mainwaring & Bob Johnson, KITTCOM. Attendance on the conference bridge: John Akers, City of Ellensburg; Darren Higashiyama, Kittitas County and Bill Dickinson, Kittitas County Fire District 7. Cory Wright, Rob Omans & Mary Morgan all notified the Director they would be absent.

Meeting called to order: 1:31 pm

Approval of Agenda: Glen Huffman, Bill Dickinson, approved.

Approval of the May 14, 2020 meeting minutes: Bill Dickinson pointed out there is one typo, the word "pproval" should be corrected to "Approval". Bill Dickinson moved to approve the minutes with the correction, Glenn Huffman seconded, approved.

Approval of the Blanket Vouchers: Darlene Mainwaring led discussion regarding the June 2020 vouchers. Payroll benefit & deductions in the amount of \$62,068.35 (check numbers 025865 through 025873 and 025895 through 025906), payroll direct deposit in the amount of \$79,434.79 (check numbers 025845 through 025864 and 025874 through 025894; and claims fund check numbers in the amount of \$63,740.83 (check numbers 025907 through 025939). Bill Dickinson moved to approve the blanket vouchers, Darren Higashiyama seconded, motion carried.

Engineer's Report: Bob Johnson reported the following: 1. We incurred a lightning strike at the Stampede Radio site, the site was partially restored by 11 pm the same evening and fully restored by 3 am. Staff made two trips to the site that evening. Damage total is about \$15,000.00, one-third of the maintenance budget, staff is collecting information for replacement versus maintenance costs; 2. Recently activated the SAR Gizmo for the "Man Hunt" in the Blewett Pass area. We now have a successful proof of concept. The activation involved the work of the Communications Engineer and 1 part-time technician; 3. Continue to work with the County IT regarding the fiber on Zayo, the quote came in higher, approximately 10%, but within our budget; 4. Capital project update: the access controls/security monitoring may not be completed, forward movement with the UPS (Uninterrupted Power Supply); 5. The FCC, against objections, has authorized use of spectrum with competing interests and , 6. Bob plans to retire no later than end of February 2021 and no earlier than end of 2020.

Darren Higashiyama reported the appreciation from the County for the work Bob Johnson and staff provided for the Gizmo installation, assistance with internet and a landline into the Command Post. This was a challenging event with 12 different agencies all working the incident.

Prothman – Director Recruiting: Geoff Scherer shared with the Board the issue to resolve is the salary for the Director position. Staff provided a salary survey collected from agencies in Washington. Bill Dickinson requested to include Pencom/Jefferson County & Clallam County in the salary survey. Also noted was to include MACC/Grant County. Glenn Huffman suggested to

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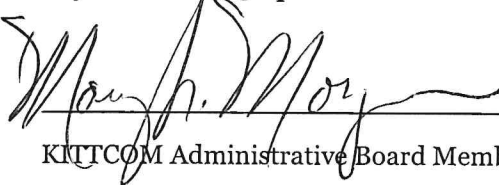
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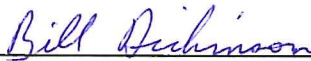
take the salary survey information to Prothman to help guide us. The Committee of Geoff Scherer, Mary Morgan & Bill Dickinson will meet with Greg Prothman on Tuesday, June 16, 2020.


Director's Report: Darlene Mainwaring reported 1. There was a recent Facebook post on the Kittitas County Sheriff's Office Facebook page of which an individual complained that on two occasions when he phoned regarding the security checks for the "man hunt" that he was yelled at and laughed at. After reviewing both phone calls, it was determined this did not happen. The information and recordings were forwarded to Chief Deputy Ben Kokjer at the Sheriff's Office; 2. At the July meeting, staff will provide a draft budget for 2021; 3. KITTCOM staff are all working in the Communications Room since June 1, 2020; 4. For the hiring process for Emergency Services Dispatcher, we have 1 in the background and 4 to test on Monday, June 15, 2020; 5. Staff have been boosting morale with a walk-a-thon and spirit month.

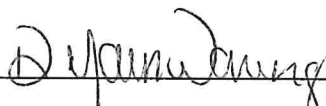
Good of the Order: Glenn Huffman suggested in light of the engineer retiring, we need to begin the replacement process, determining what the position will be in the future. A couple of options are to subcontract the work or hire a low level manager to utilize outside resources.

Glenn Huffman moved to adjourn the meeting, Darren Higashiyama seconded, meeting adjourned at 1:52 pm.


KITTCOM Administrative Board Member


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ATTEST: Board Secretary Darlene Mainwaring

