

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

June 10, 2021

700 Elmview Rd, Ellensburg, WA

Attendance

On Zoom: Bill Dickinson, Kittitas County Fire District 7; Rob Omans, City of Cle Elum At KITTCOM; George Long, KITTCOM; Mary Morgan, City of Ellensburg; Geoff Scherer, Hospital District 2; Cory Wright, County Commissioner; Darren Higashiyama, Kittitas County; Bryan Clark, KITTCOM; Bob Johnson, KITTCOM; Glenn Huffman, KVFR and Heidi Behrends Cerniwey, City of Ellensburg.

Meeting called to order at 1:33 pm.

Approval of the Meeting Agenda: Mary Morgan moved to approve the meeting agenda as presented, Darren Higashiyama seconded. Motion carried.

Approval of the May 13, 2021 Regular Meeting Minutes: Glenn Huffman moved to approve the meeting agenda as presented, Cory Wright seconded. Motion carried.

Review of KITTCOM Finances: George Long presented the current revenue and expenditures for KITTCOM. He asked that the Budget Committee plan to meet soon, hopefully before the next board meeting for a full review. Further, Geoff Scherer confirmed the members of the budget committee are Glenn Huffman, Rob Omans and now Heidi Behrends Cerniwey.

Approval of the June 2021 Blanket Vouchers: June 2021 payroll benefit and deduction in the amount of \$63,115.55 (check numbers 027051 through 027059, and 027081 through 027092), June 2021 payroll direct deposit in the amount of \$77,765.91 (027029 through 027049, and 027060 through 027080) & and June 2021 Claims Funds in the amount of \$114,284.29 (check numbers 027050, and 027093 through 027112). Mary Morgan moved to approve the vouchers for June 2021, Darren Higashiyama seconded, motion carried.

Financial Planning Subcommittee: Geoff Scherer advised it was time to stand up a subcommittee to start looking at additional revenue for KITTCOM going forward. After discussion, John Sinclair (alternate to the Board), Heidi Behrends Cerniwey, Cory Wright and Darren Higashiyama were assigned to the subcommittee.

Engineer's Report: Bob Johnson reported the following: 1. ECRF testing is concluding with hopes of leaving the system in place going forward. Many things were learned during this time. One of which was a boundary line that was being used, was not the county line but one drawn by DNR for their use. 2. UPS project is on time and under budget, will be completed on June 22. 3. Wrote and sent a "handoff" document for the SPFR repeater project and have encouraged SPFR to consider communications

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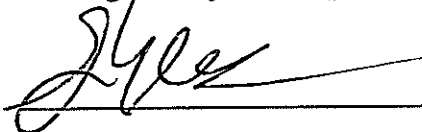
as a service from KITTCOM. 4. Succession planning and hand off continues and is going well. John Storch will be filling in, on a part time basis following retirement. 5. Fiber project with the county is pending installation space at the county NOC. 6. This is the engineer's last board meeting before retirement. Bob said his career has been interesting, challenging and left him with the feeling that some way he has served the community. Bob said he would work another career at KITTCOM for George and the Board if time allowed.

Director's Report: George Long reported 1. The SAO audit continues. A few items have come up that George will look to address to make KITTCOM processes cleaner and more secure. 2. Bryan has been working with the Cybersecurity and Infrastructure Security Agency (CISA) to test our cybersecurity at KITTCOM. This is a free federal service and so far testing has gone well. 3. The EMD/EFD project continues and is on track. 4. George closed the hiring process with 5 applications received. Limited advertising was done, 9-1-1 nationwide has seen a reduction in applicants. Hiring process now starts with an application rather than testing allowing KITTCOM to review candidates sooner in the process. 5. KITTCOM is working starting up a public education campaign in the county. 6. RapidSOS is on track after addressing some GIS concerns and should be online in the next month. Text-to-911 work continues with phone upgrades being done next week. 7. George has connected with the county planner and now is in the loop on developments that are coming up. Will reach out to the Cities to establish the same there.

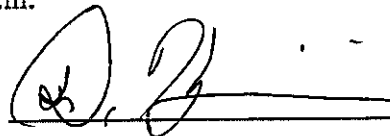
Executive Session: The Board moved to an Executive Session at 2:04 pm to evaluate the qualifications of individuals for Public Employment pursuant to RCW 42.30.110.G. Geoff Scherer announced this would be for no longer than 30 minutes. Regular session resumed at 2:34. There were no items requiring formal approval or voting following the executive session.

Good of the Order: None

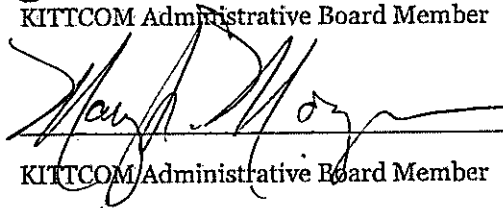
Meeting was adjourned by consensus at 2:35 p.m.



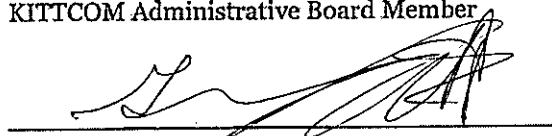
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ATTEST: Board Secretary George Long

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