

KITTCOM (Kittitas County 9-1-1)
Administrative Board Meeting Minutes
January 13, 2022
700 Elmview Rd, Ellensburg, WA

Attendance

At KITTCOM: Ross Ogan, KVFR, John Sinclair, KVFR George Long, KITTCOM; Rich Elliot, City of Ellensburg; Darren Higashiyama, Kittitas County Sherriff's Office; Bryan Clark, KITTCOM; Heidi Behrends Cerniwey, City of Ellensburg; Rob Omans, City of Cle Elum; and Brandon Schmidt, Kittitas County Fire District 1. On Zoom: Geoff Scherer, Hospital District 2. Absent: Cory Wright, County Commissioner.

Meeting called to order at 1:32 pm.

Approval of the Meeting Agenda: Ross Ogan moved to approve the meeting agenda as presented, Rob Omans seconded. Motion carried.

Introduction of new Board Members: Brandon Schmidt was introduced as the new small fire districts representative. Rich Elliot was introduced as the interim and probably permanent replacement for Ellensburg City Council. Ross Ogan was introduced as the new KVFR representative.

Approval of the December 9, 2021 Regular Meeting Minutes: Heidi Behrends Cerniwey moved to approve the meeting agenda as presented, Ross Ogan seconded. Motion carried.

Approval of the End of Year 2021 Blanket Vouchers: End of Year 2021 payroll benefit and deduction in the amount of \$14,754.24 (check numbers 027652 through 027659), End of Year 2021 payroll direct deposit in the amount of \$33,057.95 (027633 through 027651) & and End of Year 2021 Claims Funds in the amount of \$6,987.36 (check numbers 027660 through 027672). Rich Elliot moved to approve the vouchers for End of Year 2021, Heidi Behrends Cerniwey seconded, motion carried.

Approval of the January 2022 Blanket Vouchers: January 2022 payroll benefit and deduction in the amount of \$37,188.74 (check numbers 027691 through 027702), January 2022 payroll direct deposit in the amount of \$32,974.95 (027673 through 027690) & January 2022 Claims Funds in the amount of \$4,517.66 (check numbers 0277031 through 027713). Rich Elliot moved to approve the vouchers for January 2022, Ross Ogan seconded, motion carried.

Assignment of Budget Subcommittee: Glenn Huffman is no longer a member of the board, which leaves at least one vacancy. Rob Omans and Heidi Behrends Cerniwey reaffirmed their willingness to remain a part of the subcommittee, and Ross Ogan agreed to fill the vacancy for 2022. There were no objections by the board.

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Establishment of Subcommittee to Review Grant Funding and Radio Needs:

George reported this was discussed at the last board meeting and it was agreed to wait until this board meeting to determine which member of the board would lead this effort. Darren Higashiyama agreed to do so, since he was already involved. There were no objections by the board.

Surplus Resolution 2022-1: George presented this resolution for a radio that is no longer functioning. Rich Elliott motioned that the resolution be approved, Ross Ogan seconded. Motion carried.

Bullfrog UGA Development Agreement Request to Transfer Rights, Responsibilities, and Obligations: George presented a letter sent to KITTCOM by the Mayor of Cle Elum and asked if the board had any objection to the proposal. No objections by the board and George will respond to the mayor stating no objections to the transfer of companies.

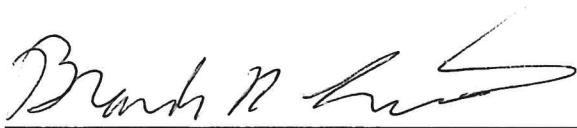
Amendment to sublease with King County: George reported it has been many years since this contract has been updated or amended. This amendment updates the previous agreement to reflect work that has been previously done, provides a clear schematic to show location of equipment and to provide both parties with a clear and current agreement of what has been done at the Stampede site. This has been reviewed by the Director, PT Tech John Storch and legal with no issues or concerns. Darren Higashiyama motioned to sign the amendment, Brandon Schmidt seconded. Motion carried.

Director's Report: George Long reported 1. Stampede Pass has been without power for the last week due to the storms and difficulty in locating downed line by PSE. 2. KITTCOM is now back on CEMNET and checking in regularly. 3. We continue to review agreements and are making a strong effort to update them. 4. Monitoring SB5555 in current legislation which would establish training and certification standards in WA. 5. Met with City Finance Director to discuss KITTCOM finances and bookkeeping. Several suggestions came from this meeting, and I will work to update our end. We did find how to create a reserve fund and equipment replacement fund, so once we get numbers for that they will be created. 6. We now have access to RapidSOS. Staff are starting to train as the company makes final adjustments to our access. 7. Text-to-911 has been going for over a month now with no issues. 8. We have two candidates for ESD in backgrounds and are shooting for a mid-February hire.

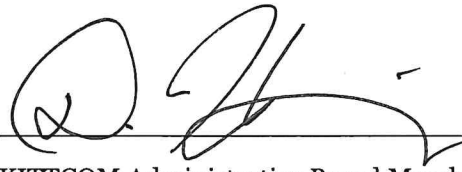
Good of the Order: None.

Meeting was adjourned by consensus at 1:54 p.m.

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ATTEST: Board Secretary George Long