



Kitsap 911 Board of Directors Meeting

June 2, 2026 (12:30 to 2:00)

Via Hybrid Option of Zoom or in-person at the Norm Dicks Governance Center

Mission Statement: We are Kitsap 911 providing exceptional public safety emergency communications services every day.

AGENDA

-
- 1 **Call to Order** (Chair)
 - 2 **Additions to the agenda** (Chair)
 - 3 **Public Comment (Limited to 2 minutes per speaker)** (Chair)
 - 4 **Consent Agenda** - All matters listed within the Consent Agenda have been distributed to each member of the Board as a separate document for reading and study, are considered routine and will be enacted by one motion of the Board with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by a Board member or by citizen request. (Chair)
- [Click here to open the consent agenda.](#)
-

Recognition

- 5 APCO International Telecommunicator of the Year (Jameson)
 - 6 1st Quarter 2026 Employee of the Quarter (Jameson)
-

Action Items

(These would be items previously discussed and/or routine items ready for action. Click blue text to view)

None

Discussion Items

(New items not previously discussed, not ready for action.)

- 7 [Executive Director Search Update](#) (Taylor) [Page 3](#)
 - 8 [2027 Budget Workshop](#) (Rogers) [Page 4](#)
 - 9 [Board Restructure](#) (Hillman) [Page 5](#)
 - 10 [Non-Emergency Phone Line](#) (Jameson) [Page 7](#)
 - 11 [Strategic Initiative #2 Progress Report](#) (Rogers) [Page 8](#)
-

Standing Reports

(As Time Permits)

- 12 Strategic Advisory Board Report (Chief LaGrandeur)
- 13 Land Mobile Radio Report (Peabody)
- 14 [Monthly Finance Report](#) (Rogers) [Page 11](#)
- 15 [Goals and Tech Project Report](#) (Higashi) [Page 18](#)
- 16 [Staffing Report](#) (Taylor) [Page 19](#)
- 17 Up-Coming Items
 - Discussion: Executive Director Finalist Update (July)
 - Discussion: 2027 Budget Presentation (July)
 - Discussion: Special Meeting for ED Finalists (July 9)
 - Action: Executive Director Contract Approval (Aug)
 - Potential Start of New Executive Director (Sept)
 - Action: 2027 Budget Approval (Sept)

- | | | |
|----|--|---------|
| 18 | Executive Session to Review Employee Performance | (Chair) |
| 19 | Good of the Order | (All) |
| 20 | Adjourn | (Chair) |

Adopted Board Expectations

Collaboration and Communication: Engage in open, honest, and constructive dialogue with fellow board members, agency staff, and stakeholders. Foster a culture of collaboration, active listening, and mutual respect.

Active Engagement: Thoroughly review materials in advance, consistently attend meetings, participate in discussions, and make informed contributions to decision-making.

Integrity & Ethics: Uphold the highest ethical standards and act in the best interests of the agency.

Accountability & Growth: Hold oneself, peers, and agency staff accountable while seeking continuous improvement and professional development.

Public Comment may be submitted to pubcomment@kitsap911.org. All comments received prior to 12:00 PM on June 1, 2026, will be included in the public comment report. Comments received after that will be distributed to Kitsap 911 Board members after the meeting concludes. Members of the public may also comment during the meeting via zoom by using the Q&A feature.

Zoom Webinar Link:

You are invited to a Zoom Event

When: 1st Tuesday of each month at 12:30

Event name: Kitsap 911 Board Meeting

Please click the link below to join the event:

https://events.zoom.us/ej/AmAmuSAxzscbnomBbpsvm1UT13rE01-CAInff6iygmImnSzvRIB~A0AaVmBsRsVKFQh1-hBQJNd9PrbEnMyQQ-7Zw_gkYkVxjDn81a-0byrq2m64w



Board of Directors Discussion Item Summary

June 2 (12:30 to 2:00)

Agenda Item #7

Agenda Item: Executive Search Update and June Special Meeting Planning
Submitted By: Rachael Taylor
Title: Human Resources Manager
Attachments: None

Budgetary Impact (If Applicable) NA

Budgeted Amount:

Expenditure Required:

Budget Category:

Reviewed By: Steve Rogers, Maria Jameson-Owens, Barrie Hillman

Reviewed Date: May 26, 2026

Summary Statement:

There will be an update provided on the Executive Director search by Rachael Taylor, to include a summary of the candidates.

The Executive Director Hiring Search Update

The Executive Director Hiring Committee (EDHC) reviewed the list of candidates on May 22 and decided on the candidates to interview via Zoom on June 5. From that pool, the Finalists will be selected for in-person finalist interviews at a special full Board of Directors meeting scheduled on July 9.

Information – Tentative Schedule of Executive Director Search Events

The schedule of events for the Search process is starting to come together. Please consider this schedule fluid but note that we will most likely be having a Special Board meeting on July 9.

- June 5: The EDHC interviews the selected candidates via Zoom
 - June 8: The EDHC has selected the Finalists
 - June 10-11: Possible time for EDHC follow-up interviews
 - June 8 -30: Karras conducts extensive background checks and schedules travel with Finalists
 - July 8: Finalists arrive and meet with Kitsap 911 staff
 - July 9: Special Board meeting & Executive Session at Kitsap 911 – Interviews & Selection
 - August 4: Regular Board Meeting – Approval of Executive Director Employment Contract
 - September 2026 – Tentative Start
-



Board of Directors Discussion Item Summary

June 2 (12:30 to 2:00)

Agenda Item #8

Agenda Item: 2027 Budget
Submitted By: Maria Jameson
Title: Executive Director
Attachments: None

Budgetary Impact (If Applicable)

Budgeted Amount: N/A
Expenditure Required: N/A
Budget Category: Finance

Reviewed By: Steve Rogers, Brandon Wecker
Reviewed Date: May 26, 2026
Summary Statement:

The Board of Directors will be discussing the draft 2027 Budget in a workshop format with the intention of providing direction to the Executive Director and Finance Manager so that a new version may be presented for discussion at the July Board of Directors Meeting and a final version presented at the August or September Board Meeting for approval. This timing is essential for member agencies to be able to finalize their own budgets within their required timelines.

The 2027 budget has been developed including various feedback received from the Board and other stakeholders during the 2026 budget workshop and the Board Retreat held earlier this year, however most of those changes are related to formatting and data presentation. Nearly all material forward-looking assumptions used in the 2026 budget have been carried over into 2027, and all significant changes will be discussed in detail during the budget workshop.

Recommendation:

Workshop options for the 2027 budget with the intention of approving the 2027 budget in the August or September 2026 meeting.



Board of Directors Discussion Item Summary

June 2, 2026 (12:30 to 2:00)

Agenda Item #9

Agenda Item: Board Restructure
Submitted By: Barrie Hillman
Title: Executive Director
Attachments:

Budgetary Impact (If Applicable)

Budgeted Amount:

Expenditure Required:

Budget Category:

Reviewed By: Brandon Wecker, Steve Rogers, Maria Jameson-Owens

Reviewed Date: May 26, 2026

Strategic Initiative #1 Includes this set of action:

Review Board Structure and Composition

- **Action 3:** Explore the possibility of restructuring the Board to more equitably balance representation from various agencies, ensuring it aligns with Kitsap 911's strategic needs.
 - **Timeline:** By the end of Q1 2026
 - **Progress:** **Research about the legality of a restructuring and the governance at other Public Safety Answering Points (PSAPs) was presented at the May 5, 2026 Board Meeting. The Slide Deck and associated White Paper were emailed to the Board on May 7, 2026. The Board wants to continue the discussion and possibly set a timeline for decisions at the June 2, 2026 Board Meeting. Board requested changes to the bar charts presented will be shared with the Board during the June 2, 2026 meeting.**
- **Action 4:** Based on findings, recommend any adjustments to the Board structure, ensuring it enhances fairness, effectiveness, and the ability to make informed decisions.
 - **Timeline:** By the end of Q2 2026
 - **Progress:** **Dependent on the outcome of the review.**
- **Action 5:** Create a clear action plan for implementing changes, including changes needed to charter and bylaws and communicate these adjustments to all stakeholders.
 - **Timeline:** Dependent on the outcome of the review.
 - **Progress:** **Dependent on the outcome of the review.**
- **Action 6:** Set up a regular review process to evaluate the effectiveness of the new structure in promoting equitable representation and efficient decision-making.
 - **Timeline:** Dependent on the outcome of the review.
 - **Progress:** **Dependent on the outcome of the review.**

Recommendation:

We are asking the Board to discuss the timeline of Board Structure and Composition Review goal of Strategic Initiative #1 as it relates to the start of the new Executive Director. It is possible this discussion could result in a motion to establish a timeline.



Board of Directors Discussion Item Summary

June 2 (12:30 to 2:00)

Agenda Item #10

Agenda Item: Non-Emergency Phone Line
Submitted By: Maria Jameson
Title: Executive Director
Attachments: None

Budgetary Impact (If Applicable)

Budgeted Amount: N/A
Expenditure Required: N/A
Budget Category: Finance

Reviewed By: Steve Rogers, Brandon Wecker

Reviewed Date: May 26, 2026

Summary Statement:

Kitsap 911 has implemented AI-assisted non-emergency call handling at 360-328-7711 to help improve response and service to our community.

AI-assisted technology is one way Kitsap 911 can better manage routine calls while ensuring emergency lines remain available for critical situations.

Benefits include:

- Increased availability for emergency callers
- Faster response for non-emergency concerns
- Additional operational support during staffing shortages
- Improved overall efficiency for the center

Artificial intelligence will never replace the compassion, judgment, and professionalism of our dispatchers and call takers. It is simply another tool to help support the important work they do every day.

The non-emergency line should be used for situations that do not require an immediate police, fire, or medical response, including noise complaints, parking concerns, abandoned vehicles, crimes that are not currently in progress, or incidents that occurred earlier and are being reported after the fact, such as thefts, vandalism, or property damage. Emergencies or situations involving an immediate threat to life, safety, or property should still be reported to 911.

Recommendation:

Provide any feedback on the non-emergency line.



Board of Directors Discussion Item Summary

Jun 2, 2026 (12:30 to 2:00)

Agenda Item #11

Agenda Item: Progress Report of Strategic Initiative #2 Review of Financial Philosophy
Submitted By: Maria Jameson-Owens
Title: Executive Director
Attachments:

Budgetary Impact (If Applicable)

Budgeted Amount:

Expenditure Required:

Budget Category:

Reviewed By: Brandon Wecker, Jana Parker, John Higashi, Rachael Taylor, Steve Rogers

Reviewed Date: May 26, 2026

Summary Statement:

To ensure long-term sustainability amid rising costs and public expectations, Kitsap 911 must regularly refine its financial philosophy. This initiative strengthens financial decision-making, transparency, and reliability.

Focus Areas:

1. **Financial Principles:** Reinforce transparent, accurate, and efficient financial practices.
2. **Funding Formula:** Assess and refine for fairness and long-term stability.
3. **Communication:** Clearly convey financial philosophy to stakeholders.

Work Plan:

1. **Action Item 1:** Review and update financial processes and policies to focus on long-term stability, responsible spending, and clear reporting. Work with leadership and the Board to ensure financial processes are current, efficient, and thorough.
 - **Timeline:** 3–6 months
 - **Progress:** In progress
2. **Action Item 2:** Review Funding Formula. Analyze and refine the existing funding formula including input from member agencies to ensure fairness, adequacy, and sustainability in supporting Kitsap 911's financial needs.
 - **Progress:** Complete

3. **Action Item 3:** Communicate the financial philosophy to all stakeholders, enhancing transparency and trust.
 - **Timeline:** Ongoing.
 - **Progress: Ongoing**

Success Measurement:

- **Financial Stability:** Continued adherence to the budget, avoidance of deficit spending in the operating budget, and the establishment of an equipment and replacement fund to ensure long-term stability, both operationally and financially.
- **Transparency and Trust:** Clear and timely communication with stakeholders and enhanced trust in financial decisions.
- **Alignment:** Evidence of consistent decision-making across leadership based on our financial philosophy.

This initiative ensures Kitsap 911 remains transparent and financially and is prepared for future challenges.

Progress Summary:

Action Item 1 – We divided this action into three main phases:

1. **Internal** – This phase includes a review of all financial processes to determine where efficiencies can be gained through the implementation of new software, workflows, or other solution. If a change is made, all relevant written documentation (e.g., policies and procedures) will also need to be updated. While we have identified all major financial policies that may be affected by a new implementation, the documentation portion of this item is currently on hold, as it has been determined that significant improvements and efficiencies can be gained through the deployment of a new finance-focused ERP program (see Action Item 3 below).
2. **Stakeholder** – This includes improvements to how information is communicated to external stakeholders (e.g., board of directors, strategic advisory board). Several points of feedback were received throughout the 2025 budget process and during the board retreat held in February of this year. The focus for 2026 is to improve the monthly financial reports and annual budget presentation materials so that the information provided continues to be detailed and transparent but also incorporates as many of the requested changes as possible. Success for this will be measured by soliciting feedback from the Board of Directors, as well as the timely adoption of the 2027 budget.

3. **Public-Facing** – This includes improvements to how financial information is presented to the general public. For 2026, this includes the creation of a simplified, more visual version of the budget. This was originally intended to begin with the 2026 budget, but will instead begin with the 2027 budget, due to limited personnel resources and the higher criticality of the finance system RFP.

Action Item 2 – With the Funding Formula now approved by the Board, this Action Item is complete. Analysis will be done for each budget cycle for at least the next three years to ensure the new funding formula works as intended.

Action Item 3 – We completed the reformatting of the monthly financial statements and the executive summary, and now our focus shifts to the two major finance group initiatives for the remainder of 2026. First, ensuring the 2027 budget process is smoother and an overall improvement over that of 2026, and second, the replacement of our Enterprise Resource Management System (“ERP”). The budget workshop is expected to take place in June and the timeline for the ERP replacement project is as follows:

ERP Replacement Project Update

The work to replace our current ERP system began earlier this year, and as of today, we are in the process of reviewing and scoring the four RFP responses we received. The following timeline is subject to change, but our goal is to have a new ERP system validated and ready for use by early 2027:

- **May 2026:** Review of the RFP proposals received to determine which vendors will proceed to the demonstration phase
- **June 2026:** Vendor demonstrations, vendor selection, and contract review
- **July 2026:** Board approval of the contract
- **July – December 2026:** Testing and preliminary implementation
- **January – March 2027:** Finalize implementation and deployment
- **Ongoing (following deployment):** Review and revise written procedures and workflows

Executive Summary

Kitsap 911 Board of Directors

April 2026

Summary

For the current year-to-date period, revenues were above and operating expenditures were below expectations.

Revenues

To date, we have received approximately \$7.29M (35.51%) of projected annual revenues (line 21), which was above our year-to-date forecast of \$6.93M by approximately \$354K (5.10%).

Sales Tax (Lines 2-3) – We have received approximately \$4.88M (33.62%) of the total projected sales tax revenues, which was above our year-to-date forecast of \$4.53M by approximately \$356K (7.86%); half of this amount is from Proposition 2, the proceeds for which are assigned for use on the Radio and other technological capital projects, as well as certain operating expenditures, as approved by the Board.

Excise Taxes (Line 4) – We have received approximately \$0.90M (33.09%) of the total projected excise tax revenues, which was in-line with our year-to-date forecast of \$0.91M, under by approximately \$7K (0.73%).

Other Revenues (Lines 6-20) – We have received approximately \$1.50M (45.30%) of the total projected for other revenues, which was in-line with our year-to-date forecast of \$1.50M, over by approximately \$5K (0.33%), primarily driven by timing differences in the receipt of quarterly user fee payments as well as investment interest.

Operating Expenditures

To date, we have expended approximately \$6.05M (28.42%) of our total operating expenditures budget (Line 63), which was under our year-to-date expectation of \$6.89M by approximately \$0.84M (-12.15%).

Labor (Lines 22-34) – We have expended approximately \$5.07M (32.94%) of our total operating salaries and benefits budget, which was under our year-to-date goal of \$5.77M by approximately \$697K (-12.08%). This is primarily driven by lower overtime than expected year to date, vacancies in budgeted positions, and other minor variances.

Goods and Services (Lines 35-62) – We have expended approximately \$0.98M (16.59%) of our total non-labor operating expenditures budget, which was below our year-to-date goal of \$1.12M by approximately \$140K (-12.50%). This is primarily driven by new operating costs from the Radio Project, which were budgeted for during the year, but will not take effect until Q3 or Q4 of 2026.

Executive Summary

Kitsap 911 Board of Directors

April 2026

Proposition 2-Funded Capital Project Expenditures

To date, we have expended approximately \$1.44M (10.88%) of our total annual appropriation of \$13.20M (Lines 64-68).

Other Capital Projects and Non-Operating Expenditures

To date, we have expended approximately \$122K (44.29%) of our total annual appropriation of \$276K (Lines 69-73).

Debt and Cash Reserves

Debt (Line 77) – To date, no debt proceeds have been utilized. Debt service payments of approximately \$484K will be due semiannually beginning in June 2026.

Stabilization Fund (Lines 85-89) – Kitsap 911 uses the GFOA’s recommendation as its basis for unassigned funds in this reserve, which is two months (17%) of budgeted annual operating expenditures; for 2026, this amount is approximately \$3.62M. It is management’s intent to maintain this reserve using only non-Proposition 2 revenues, however the ability to this may fluctuate from month to month.

While no reserve amounts have been used to date, the Stabilization Fund would have been underfunded by approximately 30.61%, without the inclusion of approximately \$1.11M from Proposition 2 or other sources of funds.

Labor Costs Reserve (Lines 90-96) – Kitsap 911 prepares its labor budget to include all expenditures which are reasonably foreseeable for all approved positions but allocates a percentage of it in a reserve to compensate for unforeseeable or unexpected fluctuations (e.g., employee attrition, major overtime events). The percentage used (3.0%) incorporates current employment trends, which show significant improvement in retention, as compared to the previous 3 years (in which 4.5% was used); for 2026, the total amount in reserve is \$476K.

It is management’s intent to maintain this reserve separately from the Stabilization Fund and only using only non-Proposition 2 revenues, however this is only possible if the Stabilization Fund is overfunded by at least the amount needed by the Labor Cost Reserve.

While no reserve amounts have been used to date, the Labor Cost Reserve could not have been separated from the Stabilization Fund as intended. To fully fund both reserves, approximately \$1.58M would be needed from Proposition 2 or other sources of funds.

Risks

A slowing economy poses the greatest risk to our revenues, since Kitsap 911’s main source of revenue is derived from taxable retail sales in Kitsap County. We will continue to monitor this and other risks over the coming months.

Kitsap 911 Public Authority

Budget Status Report for the YTD Period Ended April 30, 2026

	Actuals		YTD Budget	YTD Variance		Annual Budget	Total Remaining	
	April	Year to Date		\$	%		\$	%
Revenues								
1 Sales & Excise Taxes								
2 Sales Tax	\$ 561,494	\$ 2,440,437	\$ 2,262,635	\$ 177,802	7.86%	\$ 7,237,045	\$ (4,796,609)	-66.28%
3 Sales Tax (Proposition 2)	561,494	2,440,437	2,262,635	177,802	7.86%	7,237,045	(4,796,609)	-66.28%
4 Telephone Excise Taxes	213,844	904,807	911,453	(6,646)	-0.73%	2,734,359	(1,829,552)	-66.91%
5 Total Sales & Excise Taxes	1,336,832	5,785,681	5,436,722	348,958	6.42%	17,208,449	(11,422,769)	-66.38%
6 User Fees								
7 User Fees - Member Agencies	205,556	1,189,202	1,232,659	(43,457)	-3.53%	2,465,318	(1,276,116)	-51.76%
8 User Fees - Non-Member Agencies	-	15,512	26,569	(11,057)	-41.62%	53,138	(37,626)	-70.81%
9 Radio & MCT Repairs	1,568	1,568	41,561	(39,993)	-96.23%	124,684	(123,115)	-98.74%
10 Total User Fees	207,124	1,206,282	1,300,789	(94,507)	-7.27%	2,643,140	(1,436,858)	-54.36%
11 State & Federal Funding								
12 WA State E911 Program	-	-	-	-	0.00%	80,200	(80,200)	-100.00%
13 WA Traffic Safety Commission	-	-	-	-	0.00%	3,202	(3,202)	-100.00%
14 Other Grants	-	-	-	-	0.00%	-	-	0.00%
15 Total State & Federal Funding	-	-	-	-	0.00%	83,402	(83,402)	-100.00%
16 Other Revenues								
17 Tower Lease Revenue	12,614	205,100	178,370	26,730	14.99%	535,109	(330,009)	-61.67%
18 Investment Interest	23,484	79,964	12,592	67,372	535.03%	37,776	42,188	111.68%
19 Other Misc Revenue	2,977	11,687	6,267	5,420	86.48%	18,801	(7,115)	-37.84%
20 Total Other Revenues	39,075	296,750	197,229	99,521	50.46%	591,687	(294,936)	-49.85%
21 Total Revenues	\$ 1,583,030	\$ 7,288,713	\$ 6,934,740	\$ 353,972	5.10%	\$ 20,526,678	\$ (13,237,965)	-64.49%

Kitsap 911 Public Authority

Budget Status Report for the YTD Period Ended April 30, 2026

	Actuals		YTD Budget	YTD Variance		Annual Budget	Total Remaining	
	April	Year to Date		\$	%		\$	%
Operating Expenditures - Payroll								
22 Payroll - Admin & Operations								
23 Salaries & Wages	\$ 588,749	\$ 3,126,455	\$ 3,707,423	\$ (580,967)	-15.67%	\$ 10,060,333	\$ (6,933,877)	-68.92%
24 Employment Benefits	142,989	749,713	819,831	(70,118)	-8.55%	2,223,956	(1,474,242)	-66.29%
25 State & Federal Taxes	69,377	266,946	300,007	(33,061)	-11.02%	866,686	(599,740)	-69.20%
26 Total Payroll - Admin & Operations	801,115	4,143,115	4,827,260	(684,146)	-14.17%	13,150,975	(9,007,860)	-68.50%
27 Payroll - Tech. Services Group								
28 Salaries & Wages - TSG	153,422	719,015	733,757	(14,742)	-2.01%	2,119,743	(1,400,728)	-66.08%
29 Employment Benefits - TSG	33,635	146,912	140,435	6,477	4.61%	405,702	(258,790)	-63.79%
30 State & Federal Taxes - TSG	12,135	63,967	68,625	(4,658)	-6.79%	198,250	(134,283)	-67.73%
31 Total Payroll - Tech. Services Group	199,192	929,893	942,817	(12,924)	-1.37%	2,723,694	(1,793,801)	-65.86%
32 Total Unadjusted Payroll Costs	1,000,307	5,073,008	5,770,078	(697,070)	-12.08%	15,874,669	(10,801,661)	-68.04%
33 Budget Adjustment - Labor Cost Reserve	-	-				(476,240)	476,240	-100.00%
34 Subtotal Payroll Costs	\$ 1,000,307	\$ 5,073,008	5,770,078	(697,070)	-12.08%	\$ 15,398,429	\$ (10,325,421)	-67.06%

Kitsap 911 Public Authority

Budget Status Report for the YTD Period Ended April 30, 2026

	Actuals		YTD Budget	YTD Variance		Annual Budget	Total Remaining	
	April	Year to Date		\$	%		\$	%
Operating Expenditures - Other								
35 Debt Service								
36 Debt Service - Principal	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 289,640	\$ (289,640)	-100.00%
37 Debt Service - Interest	-	-	-	-	0.00%	677,579	(677,579)	-100.00%
38 Total Debt Service	-	-	-	-	0.00%	967,219	(967,219)	-100.00%
39 Building & Grounds								
40 Leases & Rentals	9,196	34,495	56,176	(21,681)	-38.59%	288,528	(254,033)	-88.04%
41 Repairs & Maintenance	6,571	25,721	62,915	(37,194)	-59.12%	248,745	(223,024)	-89.66%
42 Insurance	-	113,143	130,192	(17,049)	-13.10%	130,192	(17,049)	-13.10%
43 Utilities	25,877	75,377	73,986	1,392	1.88%	221,958	(146,580)	-66.04%
44 Total Building & Grounds	41,644	248,736	323,269	(74,533)	-23.06%	889,423	(640,687)	-72.03%
45 Computer & Other Equipment								
46 Software	146,914	273,195	103,571	169,624	163.78%	1,030,712	(757,517)	-73.49%
47 Hardware - Computers & Radios	14,569	26,148	35,571	(9,422)	-26.49%	166,712	(140,563)	-84.32%
48 Hardware - Other Equipment	3,111	4,132	21,287	(17,154)	-80.59%	63,860	(59,728)	-93.53%
49 R&M - Computer & Radios	-	148,501	292,486	(143,985)	-49.23%	1,237,457	(1,088,957)	-88.00%
50 R&M - Other Equipment	7,671	19,217	23,724	(4,506)	-19.00%	119,171	(99,954)	-83.87%
51 Total Computer & Other Equipment	172,265	471,193	476,637	(5,444)	-1.14%	2,617,912	(2,146,719)	-82.00%
52 Services & Supplies								
53 Communications	27,352	94,908	104,841	(9,933)	-9.47%	734,524	(639,616)	-87.08%
54 Professional Services	11,119	122,022	157,876	(35,854)	-22.71%	473,627	(351,605)	-74.24%
55 Supplies	4,068	9,311	15,657	(6,347)	-40.53%	46,972	(37,661)	-80.18%
56 Total Services & Supplies	42,539	226,241	278,374	(52,134)	-18.73%	1,255,123	(1,028,882)	-81.97%
57 Miscellaneous Expenditures								
58 Training & Travel	5,542	14,499	22,277	(7,778)	-34.91%	114,832	(100,333)	-87.37%
59 Dues & Subscriptions	595	15,041	9,693	5,348	55.18%	29,078	(14,037)	-48.27%
60 Other	403	3,023	8,243	(5,220)	-63.33%	24,730	(21,707)	-87.78%
61 Total Miscellaneous Expenditures	6,540	32,563	40,213	(7,650)	-19.02%	168,640	(136,077)	-80.69%
62 Subtotal Operating Costs - Other	262,987	978,733	1,118,494	(139,761)	-12.50%	5,898,317	(4,919,584)	-83.41%
63 Total Operating Expenditures	\$ 1,263,294	\$ 6,051,741	\$ 6,888,572	\$ (836,831)	-12.15%	\$ 21,296,745	\$ (15,245,004)	-71.58%

Kitsap 911 Public Authority

Budget Status Report for the YTD Period Ended April 30, 2026

	Actuals		YTD Budget	YTD Variance		Annual Budget	Total Remaining	
	April	Year to Date		\$	%		\$	%
Capital Projects								
64 Proposition 2-Funded Projects								
65 LMR Replacement Project	\$ 2,593	\$ 239,321	\$ 3,233,333	\$ (2,994,013)	-92.60%	\$ 9,700,000	\$ (9,460,679)	-97.53%
66 CAD System Upgrade	30,105	1,111,303	275,000	836,303	304.11%	3,300,000	(2,188,697)	-66.32%
67 Other Projects	-	85,565	16,667	68,899	413.39%	200,000	(114,435)	-57.22%
68 Total Proposition 2-Funded Projects	32,698	1,436,189	3,525,000	(2,088,811)	-59.26%	13,200,000	(11,763,811)	-89.12%
69 All Other Projects								
70 Operations AI Integration	76,440	76,440	16,667	59,773	358.64%	100,000	(23,560)	-23.56%
71 Finance ERP Replacement	122	122	6,667	(6,545)	-98.18%	80,000	(79,878)	-99.85%
72 Other Projects	8,743	45,677	24,000	21,677	90.32%	96,000	(50,323)	-52.42%
73 Total All Other Projects	85,305	122,239	47,333	74,905	158.25%	276,000	(153,761)	-55.71%
74 Total Capital Projects	118,002	1,558,428	3,572,333	(2,013,905)	-56.38%	13,476,000	(11,917,572)	-88.44%
75 Total Expenditures	\$ 1,381,296	\$ 7,610,169	\$ 10,460,905	\$ (2,850,736)	-27.25%	\$ 34,772,745	\$ (27,162,576)	-78.11%

Kitsap 911 Public Authority

Fund & Reserve Balances as of April 30, 2026

Total Cash & Investment Balances

	03/31/2026	04/30/2026	Net Change	%
75 Cash	\$ 2,636,588	\$ 2,229,515	\$ (407,074)	-15.44%
76 Investments	5,706,432	6,279,013	572,580	10.03%
77 Debt Proceeds	9,990,000	9,990,000	-	0.00%
78 Total Cash & Investments	\$ 18,333,021	\$ 18,498,528	\$ 165,507	0.90%
79 Net Outstanding Transactions	8,008	5,662	(2,345)	-29.29%
80 Total Available Cash & Investments	\$ 18,341,028	\$ 18,504,190	\$ 163,161	0.89%

Combined Cash & Investment Balances (by Source of Funds)

	03/31/2026	04/30/2026	Net Change	%
81 Proposition 2	\$ 5,689,659	\$ 5,996,200	\$ 306,541	5.39%
82 Debt Proceeds	9,990,000	9,990,000	-	0.00%
83 All Other Funding Sources	2,653,362	2,512,328	(141,034)	-5.32%
84 Total Cash & Investments	\$ 18,333,021	\$ 18,498,528	\$ 165,507	0.90%

Reserve Balance - Stabilization Fund

	04/30/2026	%
85 Total Annual Operating Budget	\$ 21,296,745	
86 GFOA Recommendation		17.00%
87 Minimum Unassigned Funds Required	\$ 3,620,447	
88 Ending Cash (Excl. Proposition 2 & Debt)	2,512,328	
89 Over / (Under-Funded) by	\$ (1,108,119)	-30.61%

Reserve Balance - Labor Costs

	04/30/2026	%
90 Total Annual Labor Budget	\$ 15,874,669	
91 Labor Cost Reserve Assumption		3.00%
92 Total Budgeted Labor Cost Reserve	\$ 476,240	100.00%
93 Reserve Used YTD	-	0.00%
94 Ending Available Balance	\$ 476,240	100.00%
95 Stabilization Fund Surplus / (Deficit)	(1,108,119)	
96 Over / Under-Funded (Excl. Prop. 2) by	\$ (1,584,359)	

Kitsap 911 2026 Key Projects and Initiatives

Technical Projects				Estimated		
Proj/Task#	Project/Initiative		Priority	Start	Completion	Status
2025	1	Data Center Improvement	3	Q1 2025	Q1 2026	Complete-
2025	2	SonicWall Replacement	2	Q1 2025	Q1 2026	Complete-
2025	3	CAD Upgrade Part 2	1	Q3 2025	Q4 2027	In-Progress
2025	4	Backup Center - Phase 2	3	Q1 2026	Q1 2027	In-Progress
2026	5	Temp Sensors at all Sites, Generator Room	4	Q1 2026	Q3 2026	In-Progress
2026	6	Kitsap 911 Website Rebuild	2	Q1 2026	Q2 2026	Complete
2026	7	Launch Non-Emergency Number with AI Integration	3	Q1 2026	Q2 2026	Complete
2026	8	Finance ERP and Implementation	2	Q1 2026	TBD	Planning
Microwave Expansion Project (Multi-Year)				Estimated		
Task#	Milestone		Priority	Start	Completion	Status
MVE	1	Complete microwave hops to additional radio sites	2	Q1 2025	Q4 2026	Not Started
LMR Replacement Project (Multi -Year)				Estimated		
Task#	Milestone		Priority	Start	Completion	Status
LMR	1	System Testing and Acceptance of Phase 1 Sites	1	Q1 2025	Q3 2026	In-Progress
LMR	2	Complete replacement of Law Portable Radios	1	Q1 2026	Q3 2026	Not Started
LMR	3	Phase 1 Coverage Testing	1	Q2 2025	Q2 2026	In-Progress
LMR	4	Complete Replacement all Fire Mobile Radios	1	Q4 2025	Q2 2026	In-Progress
LMR	5	Complete Replacement all Fire Portable Radios	1	Q1 2026	Q3 2026	Not Started



Board of Directors Standing Report Summary

June 2, 2026 (12:30 to 2:00)

Agenda Item #16

Agenda Item:	Staffing Report
Submitted By:	Rachael Taylor
Title:	Human Resources Manager
Attachments:	None

Summary Statement:

Since the last board meeting, we lost one dispatcher who moved across the state and gained employment as a dispatcher at another agency. This week we're conducting panel interviews for our August Academy when we plan to hire four more telecommunicators. As of today, we have five vacant positions in operations.

On May 11th we held an assessment center for supervisor and assistant supervisor positions, and I'm pleased to report that we promoted 1 supervisor and 2 assistant supervisors. Their promotions will be effective in the coming months.

In the Technology Services Group, we promoted one of our Systems Technicians to Senior Systems Technician in radio and we have a Senior Systems Technician in IT position open internally.

We are fully staffed in our admin group.
