



# Kitsap Regional Coordinating Council

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*Port Gamble S'Klallam Tribe*

Commissioner Mary Ann Huntington  
Commissioner Cheryl Kincer \*  
*Port of Bremerton*

Captain Reid Tanaka  
Tom Danaher, PAO \*  
*Naval Base Kitsap\*\**

Mary McClure  
*Executive Director*

\* *alternate*  
\*\* *non-voting member*

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## Board Meeting

*February 6, 2007*

## Meeting Summary

1. Call to Order: Chair Chris Endresen called the Kitsap Regional Coordinating Council Board to order at 9:02 a.m. (*Attendance noted at end*)

2. Consent Agenda:

- a. Minutes from January 9, 2007
- b. Extension of Management Services Contract

*Motion tabled until March 6, 2007 Board Meeting due to not having 2 County Commissioners present to vote.*

3. Chair Comments:

Agenda item 5b: Workers Away Report, is postponed until the April Board Meeting, when the Origin & Destination data from the Washington State Ferries study should be available.

Welcome to the Port Gamble S'Klallam Tribe -- Ron Charles, Council Chair, and Doug Quade, Chief Executive Officer, who will be the new alternate for the Tribe at the Kitsap Regional Coordinating Council.

4. Year End Report: 2006:

Executive Director Mary McClure reviewed the results of the 2006 Budget and Work Program.

- a. Budget:

Although year-end figures aren't yet available, it appears that expenses came out \$14,000± lower than projected, and revenue about \$5,000 less than projected.

- The Kit~Net organizational (inter-local agreement) process is behind schedule, so only a few agencies formally signed up in 2006 (@ \$500 apiece).
- The Partner Agency Collaborative Strategies recruitment project (\$400) has slowed down (the two initiatives are related), so those revenues are not realized.
- 2006 had several spur expenditures utilizing Unallocated Funds *e.g.* participating in the Digital Expo (which will be repeated in 2007) and hiring a Knowledge Management expert for one of the Human Resources Brown Bag lunches).

b. Work Program:

***Member Support:***

- Board meetings were purposefully more discussive, with more time to “work the issues.”
- Executive Committee discussed the by-laws, and will continue that discussion in 2007 with a by-laws committee.
- Through discussion of the KPUD becoming a Regional Council member, it was decided *not at this time* – their participation in the Public Works Group and the Broadband/Kit~Net program is sufficient. The KPUD did commit to significant financial support on an annual basis, in the same manner as Kitsap Transit supports the Transportation Program.
- Introduced a new way to bring Council representatives up to speed more effectively, at the beginning of City/Port/Tribal Council members’ 2-year terms. At each Board Meeting January - September, focused on a specific program area, presenting background information for a knowledge base about each of the programs that the Regional Council coordinates.

***Transportation:***

- Federal Funding Cycle for Federal Fiscal Years 2008-2010 was completed during 2006, including both motorized and non-motorized enhancement projects, for the Countywide Funds and the Regional Competitive Program through the Puget Sound Regional Council. Formalized & strengthened the Contingency List process for programming funds outside the formal cycle.
- Governor’s Regional Transportation Commission (RTC): Through the Kitsap Regional Council’s Transportation Policy Committee (TransPol), the Regional Council provided unified input concerning the RTC’s governance & funding recommendations for the 4-county region.
- Countywide Non-Motorized Transportation Program: The Kitsap Regional Council’s Transportation Technical Advisory Committee (TransTAC) defined parameters and benefits from this project that will be implemented during 2007.
- Ferry Advisory Committees (FAC): 2006 saw a set-back in the Regional Council’s coordinating the transportation discussion with Kitsap’s FAC’s. Agreed that their input in Washington State Ferry (WSF) and Passenger-only Ferry matters is invaluable; will find ways to integrate better during 2007.

***Planning:***

- Through the Planning Directors Forum, a series of revisions were proposed to the Countywide Planning Policies, discussed by the Board throughout the year, and approved by the Regional Council in December. They are scheduled for adoption by the Board of County Commissioners and ratification by the Cities and Tribes during early 2007.
- Infrastructure Mapping Project: The Kitsap Regional Council supported the Kitsap Home Builders Association (KHBA) in its efforts to define, refine, and “test pilot” a visual display of utility & infrastructure data through Geographic Information System (GIS), integrated with aerial photography. Planning Directors view the tool as possibly valuable for community and policy-level discussion; Public Works Directors and Utility Managers focused on its data capabilities. Connected the KHBA with Kitsap County’s GIS/IS staff about functional integration and pricing for private sector access.

- Affordable Housing: Provided some coordination for discussion among the Kitsap County Consolidated Housing Authority (lead), Kitsap Homebuilders, Kitsap Economic Develop (Alliance), and Kitsap Realtors. Housing Summit planned for December postponed to 2007.
- The Planning Directors Forum provided an opportunity for discussion of planning issues re: the County 10 Year Update to the Comprehensive Plan.

***CDBG Board for Countywide Program*** (excepting Bremerton)

***Low Income Housing Grant Programs:***

- Completed the fourth cycle of the 2060 Low Income Housing Grant Program in December. This program continues to be an important resource for agencies working to provide affordable housing in our County. An annual program report will be presented to the Board in Spring, 2007 including the total amount distributed through the program and photos of funded projects.
- Completed planning for the new 2163 Homeless Housing Grant Program. (Its first cycle begins in January 2007, with funds available in July).

***Collaborative Strategies:***

- The Third Annual Local Government Forum scheduled for March 2006 was cancelled due to a late-breaking schedule conflict. It is re-scheduled for April 19, 2007..
- The Human Resources & Health Care Group sponsored 4 Brown Bag lunches and events:
  - Health Care Coverage Symposium
  - HR Software (workshop and demonstration)
  - Knowledge Management Brown Bag Lunch
  - Public-Public Partnering Brown Bag Lunch
 It evaluated a range of shared cost strategies for overall health coverage and prescription drug coverage and determined that it is not practicable at this time.
- Developed a DVD and coordinated a countywide Speakers Bureau with the message: *Local Governments Use Citizens' Tax Dollars Wisely, Looking for Ways to Collaborate on Many Different Public Services*. 20+ presentations made during 2006.
- Developed a website for the Kitsap Regional Coordinating Council.
- Developed and published 3 editions of Kitsap Regional Council e-newsletter.

***Broadband:***

- Elaborated the Kit~Net (Kitsap Emergency Response Network, that will link [all] Kitsap public agencies by broadband fiber for day-to-day information sharing and essential communication in emergency situations).
- Identified the key technical issues to be addressed by the Kit~Net (*e.g.* operating and equipment standards, security protocols).
- Defined the KPUD's on-going role as the Network Operations Center (NOC), integrating privately-owned fiber with their own for seamless connectivity.
- Drafted & revised Inter-Local Agreement, including governance (*Note:* Widespread support among participating agencies for the Kitsap Regional Council as operations & policy body.)
- Began the process of engaging agencies in formal participation.

- As of the end of 2006, staff is working to resolve the ILA form of agreement. Note that many organizations are ready to sign on as soon as the Agreement is ready.

***Legislative Agenda:***

- Based on the 2006 Legislative Agenda, the Regional Council supported various pieces of legislation at the State level, including tax increment financing and education.
- Preparing for 2007, the Regional Council tied its annual Lobbyist Luncheon (November) and two Legislative Dinners (end of 2006 session and pre-2007 session) into an effective agenda-building process, including a wide range of partner agencies (*e.g.* education, public health, economic development).
- The 2007 Legislative Agenda was developed and presented to all Kitsap State Legislators and lobbyists working for Kitsap clients.
- A presentation to the Board about effective lobbying by Representative Sherry Appleton and Sharon Wylie was a notable success. A summary of that presentation is available and can help bring the issues forward to our State Legislators efficiently.

***Economic Development:***

- Decided at mid-year to sponsor the Kitsap 20/20 project to foster a countywide Action Plan for Economic Prosperity. The Kitsap Economic Development Alliance, expanded from the existing Kitsap Economic Development Council's organizational framework, will support an array of specific economic development sector strategies and cross-cutting initiatives. (*Note:* As the KEDA takes off, the Kitsap Regional Council will incrementally step back from the process. The Regional Council's member jurisdictions have committed to on-going financial and leadership participation in the KEDA.)
- Participated in Port of Bremerton's SEED Project Steering Group.
- Facilitated Education Collective, an outgrowth of the 2005 *Bringing It Home to Kitsap Forum*, linked with Puget Sound Regional Council's Regional Prosperity Partnership
- Appointed new Board members to the Kitsap County Community Development Corporation.

This was all accomplished despite significant staff changes during 2006:

- Project Coordinators: Claudia Dixon returned to teaching this past autumn. Laura Edwards was hired in December, bringing experience with coordinating the Kitsap Homebuilders' Low Impact Development program among State agencies and local governments.
- Laura Gronvold was promoted to Office Manager, with new responsibilities for financial management.

*Board Comment:* The Regional Council got a lot done in 2006!

5. Executive Director's Report:

***Off-Agenda Items:***

- Dates in 2007:
  - April 19 ~ Local Government Forum – *Save the Date!*
  - February 14 ~ Executive Committee, 9:15 – 11:00 a.m. at the Silverdale KCCHA building
  - April 2-4 ~ Digital City Expo in Washington D.C.
  - April 10 ~ re-scheduled Board Meeting

- The Legislative Agenda has been expanded to show where money is located in Governor Gregoire's 2007-2009 Budget. It will be sent to the Board soon. For the March meeting, it will be further expanded to show where agenda elements are in the bill process.
- The first 2163 Homeless Housing Grant Program Bidder's Conference was on January 18; 13 agencies attended. Grant applications will be reviewed by the Application Review Committee, and recommendations will be presented at the April Board meeting.

***Agenda Items:***

a. Recommended Revisions to the Countywide Planning Policies: Update:

The Board of County Commissioners will vote on the 2006 proposed revisions to the Countywide Planning Policies (CPP) in mid-February. Bainbridge Island and the two Tribes have not yet scheduled a Council vote for ratification, but they are working on it.

b. Kitsap 20/20: Sustainable Economic Prosperity: Kitsap Learns:

The *Education Collective* formed after the July 5, 2005 forum *Bringing It Home to Kitsap* that built on the results of the regional Prosperity Partnership. During 2006, it included senior staff from Olympic College, WSU, the KEDC, and Workforce Development. The group intent has been to ensure a vibrant, well-educated and adaptable workforce with an entrepreneurial spirit.

Dr. Charlotte Garrido of WSU Extension has been a member of the Kitsap Education Collective; she co-authored *Kitsap Learns: A Needs Assessment* with Diane Fish of Olympic College. The narrative concludes that the time has come for Kitsap community leaders to agree on strategic industry clusters and prepare the educational pathways leading to job skills related to "big ideas" from both state and regional efforts. The Kitsap Learns program interrelates with Kitsap 20/20 and the Washington Learns higher education working group for economic prosperity.

The Kitsap Learns program profiles local education program availability and identifies program needs; designs educational pathways and recommends action steps for a range of clusters:

- Existing industry cluster examples in Kitsap County: health care, marine trades, and defense.
- Emerging cluster examples: recreation and tourism.
- Some county-wide industries that are currently not effective but have strong potential: information technology, clean technology, and life sciences.
- Education is a locally needed and "serving" industry that provides social capital and new/small business support.

30% of Washington state high school students DO NOT graduate on time, and only 35% of our local populations are college graduates. This indicates high drop out rates, lower skilled workers, and a lower quality of life. There are large discrepancies in the workers that we need vs. what our educational system is producing. The unmet needs assessment shows a need for more baccalaureate opportunities. Research shows that the bulk of professionals with baccalaureate degrees commute away from Kitsap. Enhancing Kitsap's prosperity requires increased public awareness of these needs:

- A well educated and adaptable workforce
- Science and math are important subjects requiring more support
- Creation of an alternative workforce

Immediate actions:

- Assess needs and work in collaboration with communities of color.
- Look at industries in terms of clusters and enhance that connectedness.
- Start mentoring programs from kindergarten forward.

Action requires advocacy (support network), research and development, diversity, and publicity. The Governor's 2008 budget includes money for education and is worth supporting.

- c. Transportation: The Transportation Policy Committee recommends meeting more frequently than shown in the Regional Council's 2007 Work Program. The Executive Committee in March will discuss work program issues that arise from that recommendation. Impacts on the 2007 Work Program:

- The Kitsap 20/20 Initiatives were discussed with the Transportation Committees at their meetings in January. The Transportation Initiatives so requested by the community are already underway:
  - Passenger-only Ferry Service Initiative: The vote is today.
  - Tunnels or Traffic Diversion from Ferry Docks Initiative: The City of Bremerton is currently working on tunnel egress, and the Puget Sound Regional Council will begin a study during 2007 studying traffic off-loading and upland impacts.
  - SR 3/SR 16 Initiative: Funding for a Corridor Study is on the Regional Council's Legislative Agenda and in the Governor's Budget. *Note*: This project pre-dates the ISC need for increased roadways.
  - SR 305 Congestion Relief Initiative: The Poulsbo and Suquamish portions are underway and the Bainbridge Island portion may be included (after local lobbying effort) in the WSDOT 2-year plan update.
  - Comprehensive Transportation Plan Initiative: Anticipate a map-based compilation of the existing transportation system, with overlays: projects that are currently funded; unfunded projects in the 6-year plan; and unfunded projects "on the horizon". (Note: The Puget Sound Regional Council has offered to help with the mapping required.) Commercial and industrial zoning will be shown, so it is easier to "connect the dots" re: transportation impacts on economic activity. Board comments:
    - ✓ Show a regional scale. Don't stop at Kitsap's boundaries. Include Mason, Pierce, and King Counties, and the Washington State Ferries.
    - ✓ The Transportation Plan is encouraging –showing how our communities connect is helpful to citizens and elected officials.
- Rising Ferry Fares' impact on Kitsap riders needs to be discussed and strategized.
- The Governor's Regional Transportation Commission's report includes Kitsap County in its proposed governance structure, building on the PSRC as it currently exists. First action steps expected in the next three months. Kitsap needs to help shape its direction.

- d. Kit~Net Update:

The Kitsap County Prosecuting Attorney's office and the City of Port Orchard attorney are still reviewing the Kit~Net draft inter-local agreement. The Broadband Task Force has agreed to focus on its relevant technical issues until the agreement is satisfactorily resolved.

6. Member Agency Comments: (4)

*Council Member Ed Stern:* The Public Works Committee in Poulsbo is reviewing the proposed revisions to the Countywide Planning Policies, and will give feedback directly to the City Council.

*Port Gamble S'Klallam Tribe Chairman Ron Charles:* The Chairman is pleased to be at the meeting today. The Tribe has a new CEO, Doug Quade. He commits the Tribe to more involvement at the Regional Council in the future. He is impressed with the quality of our presentations and pleased with how the Council does business. The Norm Dicks Government Center is a good space.

*Mayor Kathryn Quade:* Review and discussion of the Urban Growth Area Management Agreement between the City of Poulsbo and Kitsap County at the Planning Directors Form is a good idea.

*Commissioner Chris Endresen:* The passenger-only ferries vote is today – your ballots must be postmarked today to be counted.

7. Citizen Comments: None

8. Adjourn: 10:48 a.m.

**Participants:**

Kim Abel, City of Port Orchard	Carol Arends, City of Bremerton
Cary Bozeman, City of Bremerton	Ron Charles, Port Gamble S'Klallam Tribe
Tom Danaher, Naval Base Kitsap *	Chris Endresen, Kitsap County
Mary Ann Huntington, Port of Bremerton	Bill Knobloch, City of Bainbridge Island
Leonard Forsman, Suquamish Tribe	Will Maupin, City of Bremerton
Carolyn Powers, City of Port Orchard *	Rob Purser, Suquamish Tribe *
Doug Quade, Port Gamble S'Klallam Tribe *	Kathryn Quade, City of Poulsbo
Ed Stern, City of Poulsbo *	Nick Wofford, City of Bremerton *

**Board Members Not in Attendance:**

Jan Angel, Kitsap County	Josh Brown, Kitsap County
Cheryl Kincer, Port of Bremerton *	Darlene Kordonowy, City of Bainbridge Island
Reid Tanaka, Naval Base Kitsap	Nezam Tooloe, City of Bainbridge Island *

**Kitsap Regional Coordinating Council Staff:**

Mary McClure, Executive Director	Nicole White Clark, Project Coordinator
Laura Edwards, Project Coordinator	Laura Gronnvoll, Office Manager
Kirsten Jewell, Project Coordinator	

**Others Present:**

Ken Attebery, Port of Bremerton	Arno Bergstrom, WSU Extension
Jim Bolger, Kitsap DCD	Mark Gulbranson, Puget Sound Regional Council
Bill Conner, WSHFC/KHC	Jenni Conner, Habitat for Humanity
Chris Dunagan, <i>Kitsap Sun</i>	
Chris Rieland, Kitsap Economic Development Council	
Kathy Cocus, Kitsap Economic Development Council	

\* alternates