



# Memo

**To:** Board of Commissioners  
**From:** Doug Coutts, Director  
**Date:** 4/13/2018  
**Re:** Administrative Building Security upgrades-report

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On Friday April 13<sup>th</sup> I had a meeting with Larry Van Horn, Director of Facilities, and two of his staff members as well as a representative from Whidbey Telecom regarding security improvements for the Administrative Building. We discussed the installation of video surveillance and panic buttons to contact a 911 operator. We should have some numbers soon on a system of cameras to record the hallway and panic buttons for staff in the building.

More info as we receive it.