

**Washington State Auditor's Office**  
**Accountability Audit Report**

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**North East King County Regional Public  
Safety Communication Agency  
(NORCOM)**

Report Date  
**September 21, 2012**

Report No. 1008712

Issue Date  
**December 17, 2012**



WASHINGTON  
**BRIAN SONNTAG**  
STATE AUDITOR



**Washington State Auditor  
Brian Sonntag**

December 17, 2012

Board of Directors  
NORCOM  
Bellevue, Washington

***Report on Accountability***

We appreciate the opportunity to work in cooperation with your Agency to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role to advocate for government accountability and transparency and to promote positive change.

Please find attached our report on the NORCOM's accountability and compliance with state laws and regulations and its own policies and procedures. Thank you for working with us to ensure the efficient and effective use of public resources.

Sincerely,

**BRIAN SONNTAG, CGFM**  
STATE AUDITOR

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King County  
September 21, 2012

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# Audit Summary

NORCOM  
King County  
September 21, 2012

## ***ABOUT THE AUDIT***

This report contains the results of our independent accountability audit of the NORCOM from January 1, 2011 through December 31, 2011.

We evaluated internal controls and performed audit procedures on the activities of the Agency. We also determined whether the Agency complied with state laws and regulations and its own policies and procedures.

In keeping with general auditing practices, we do not examine every transaction, activity or area. Instead, the areas examined were those representing the highest risk of noncompliance, misappropriation or misuse. The following areas were examined during this audit period:

- General disbursements
- Payroll disbursements
- Cash receipting
- Procurement – purchases

## ***RESULTS***

In the areas we examined, the Agency's internal controls were adequate to safeguard public assets. The Agency also complied with state laws and regulations and its own policies and procedures in the areas we examined.

## **Related Reports**

**NORCOM  
King County  
September 21, 2012**

### ***FINANCIAL***

Our opinion on the Agency's financial statements and compliance with federal grant program requirements is provided in a separate report, which includes the Agency's financial statements.

### ***FEDERAL GRANT PROGRAMS***

We evaluated internal controls and tested compliance with the federal program requirements, as applicable, for the Agency's major federal program, which is listed in the Federal Summary section of the financial statement and single audit report.

# Description of the Agency

**NORCOM  
King County  
September 21, 2012**

## **ABOUT THE AGENCY**

The North East King County Regional Public Safety Communication Agency (NORCOM) was formed in November 2008. The Agency was created through an inter-local agreement among seven cities and seven fire districts on the east side of King County. The Agency's purpose is to establish, maintain and operate a public safety communications center. The Agency serves over 700,000 citizens through the 911 system and provides communication services for 16 public entities.

A 15-member Board governs the Agency and appoints an Executive Director to administer its services. In 2011 the Agency employed approximately 80 people. The Agency's 2011 annual operating budget was \$11.3 million.

## **ELECTED OFFICIALS**

These officials served during the audit period:

Board of Directors:

Brad Miyake, City of Bellevue  
Bob Van Horne, City of Bothell  
Mitch Wasserman, City of Clyde Hill  
Kurt Triplett, City of Kirkland  
Donna Hanson, City of Medina  
Rich Conrad, City of Mercer Island  
Bob Larson, City of Snoqualmie  
John Lambert, Duvall Fire District No. 45  
Lee Sopitch, Eastside Fire & Rescue  
Chris Connor, Fire District No. 27  
James Knisley, Fire District No. 50  
Tom Weathers, Northshore Fire District  
Mark Bunje, Shoreline Fire District  
Jay Wiseman, Snoqualmie Pass Fire District  
Mark Chubb, Woodinville Fire & Life Safety

## **APPOINTED OFFICIALS**

Executive Director:

Pam Bissonnette (interim effective December 2011)  
Chris Fishcer (resigned November 2011)

## ***AGENCY CONTACT INFORMATION***

Address: NORCOM  
P.O. Box 50911  
Bellevue, WA 98015-0911

Phone: (425) 577-5671

Website: [www.norcom.org](http://www.norcom.org)

## ***AUDIT HISTORY***

We audit the Agency annually. The Agency has been free of findings since its formation in 2008.



## **ABOUT THE STATE AUDITOR'S OFFICE**

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The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

Our mission is to work with our audit clients and citizens as an advocate for government accountability. As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

The State Auditor's Office employees are located around the state to deliver services effectively and efficiently.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments and fraud, whistleblower and citizen hotline investigations.

The results of our work are widely distributed through a variety of reports, which are available on our Web site and through our free, electronic subscription service.

We take our role as partners in accountability seriously. We provide training and technical assistance to governments and have an extensive quality assurance program.

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**Deputy Chief of Staff**  
**Chief Policy Advisor**  
**Director of Audit**  
**Director of Performance Audit**  
**Director of Special Investigations**  
**Director for Legal Affairs**  
**Director of Quality Assurance**  
**Local Government Liaison**  
**Communications Director**  
**Public Records Officer**  
**Main number**  
**Toll-free Citizen Hotline**

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