

NORCOM Meeting Minutes
July 7, 2006

Attendees:

Jeff Blake, Kirkland Fire
Tracy Burrows, Kirkland
Diane Carlson, Bellevue CMO
Jane Christenson, Redmond
Rich Conrad, Mercer Island CMO
Stan Conrad, Issaquah Police
Brenda Cooper, Kirkland
Mike Eisner, Bellevue Fire
Tim Fuller, Redmond Fire
Ed Holmes, Mercer Island PD

Rosemarie Ives, Redmond
Marcus Kragness, Shoreline Fire
Joel Kuhnhenh, Woodinville Fire
Sandi Miller, Kirkland
Mark Nelson, ADCOMM
Chelo Picardal, Bellevue IT
Lee Soptich, EFR
Dave Ramsay, Kirkland CMO
Karen Reed, Consultant
Ron Zsigmondovics, Bothell Fire

At the outset of the meeting, Mayor Ives requested a five-minute session without the presence of Bellevue staff. The group concurred, provided that the issue to be discussed related directly to upcoming negotiations with Bellevue. After Bellevue staff left the room, a discussion ensued related to the characterization of the existing dispatch contract as marginal cost vs. full cost recovery in the context of negotiations on the 5-year extension of the dispatch contract with Bellevue.

Once Bellevue staff returned to the room, Dave Ramsay proposed that the Business and Services Plan include a statement that the cost recovery basis of the existing dispatch contract with Bellevue (whether full or marginal cost recovery) does not bind us in upcoming negotiations for the extension of the Bellevue Dispatch contract. The group concurred with this addition. Diane Carlson noted that the report findings reflect the current reality of marginal cost recovery.

The committee discussed the action to be taken on the Business and Services Plan and agreed that the committee would be deciding whether or not to “accept” the report. Ultimately, the elected officials of each participating agency will determine whether or not to “approve” the report and participation in NORCOM.

The committee voted unanimously to accept the NORCOM Business and Services Plan as amended.

Diane Carlson updated the committee on the status of the UASI grant application. Bellevue submitted a \$265,000 request that would be earmarked for the technology study, ILA revisions, and Executive Director salary. The decision on the grant request should

be finalized by the end of July. There will be another round of UASI funding next year that would give us the opportunity to apply for funds for the purchase of technology.

Brenda Cooper reported on the timing of the technology study. The sooner that the technology study gets underway, the sooner that we will know the technology costs associated with NORCOM. The first piece of this work is to develop a fairly straightforward RFP for a consultant who would define the technical requirements of the system.

The consultant work on the technical requirements and an RFP for the system vendors could be completed and issued by the end of the year.

The Steering Committee authorized the Technology Committee to develop the initial RFP for the technical requirements using in-house resources. There was a concern that the committee should not get out in front of NORCOM by expending professional service funds on the technology study at this time. There was acknowledgement that the results of the technology study would have bearing on the decision-making as to whether or not to be a part of NORCOM. The study could be authorized as part of a joint powers agreement, just as previous expenditures were authorized. There was agreement that the Steering Committee would wait until hearing about the UASI grant before authorizing the issuance of the initial RFP.

The Technology Committee will be reconstituted to include staff with more intensive knowledge of the technology needs. Brenda Cooper requested suggestions for committee members. The Steering Committee decided that it would be the appropriate body to review and approve the RFP before it goes out.

The next meeting of the Steering Committee was scheduled for the first Friday in August. The CD of the final Business and Services Plan will be distributed to participants as soon as possible. Tracy Burrows will work up a NORCOM power point presentation that can be customized for presentations to elected officials. Rich Conrad agreed to host a meeting for the elected officials of all the jurisdictions to receive a briefing on NORCOM.