Meeting Minutes
NORCOM Governing Board
City of Kirkland, Peter Kirk Room
June 22, 2009—2:00 p.m.

Governing Board Reps: Brad Miyake, Rudy Alvarado, Bill Archer, Donna Hanson, Ed Holmes, Bob Larson, John Lambert, Chris Connor, Tom Weathers, Marcus Kragness, and Bud Backer. Quorum established.

Call to Order
The NORCOM Governing Board was called to order by Marcus Kragness, Governing Board Chair, at 2:00 p.m. on June 22, 2009.

1. **Consent Agenda**
   - Administration SOPs: Employee Conduct/Code of Ethics; Alcohol, Drugs & Intoxicants; Internet and Email Usage (with form attached)
   - Continuity of Operations Plan
   - HR SOPs: Recruitment and Hiring Policy; Resignation/Dismissal/Termination of Employment; Seniority; Supervisory Files; Educational Benefits; Maternity Leave; Sick; Bereavement; Administrative & Emergency Leave; Family Medical Leave Act; WA Family Care Leave Act; Americans with Disabilities Act; Unlawful Harassment; Fingerprinting
   - Finance SOPs: Revenue Expenditure; Fund Balance Reserve Policies; Accounting Financial Reporting Auditing; Salary Administration; Payroll Deductions; Cash Management; Investments; Purchasing
   - Professional Standards & Development SOP: Audio Recordings (with form attached)

   Bud Backer made a motion to approve all items in the consent agenda. Motion carried.
2. **New Business**
   Marcus Kragness requested feedback from the Board regarding a change of location for future Governing Board meetings after July 1st. Discussion followed. The Board decided to hold future meetings at Bellevue City Hall with the exact room to be determined.
3. **Implementation Update**
   Chris Fischer, Kevin Bostrom and Mark Nelson provided updates regarding items related to “go live”.

Marcus Kragness adjourned the meeting at 2:17 p.m.