



Meeting Minutes
NORCOM Governing Board
City of Bellevue, Room 1E-112
August 13, 2010—9:00 a.m.

Governing Board Reps Present: Brad Miyake, Bob Van Horne, Eric Olsen, Donna Hanson, Rich Conrad, Bob Larson, John Lambert, Wes Collins, Tom Weathers, Mark Bunje, Pat Ellis, and David Daniels.

1. Call to Order

The NORCOM Governing Board was called to order by Rich Conrad, Governing Board Chair, at 9:06 a.m. on August 13, 2010.

2. Roll Call

Roll was called and a quorum established.

3. Public Hearing for 2011 Proposed Budget

Rich Conrad opened the Public Hearing at 9:07 a.m. for comments on the NORCOM 2011 budget. No comments were forthcoming from the public. Rich Conrad closed the Public Hearing at 9:08 a.m.

4. Action Items

A. Consent Calendar

Brad Miyake made a motion to approve the items on the Consent Calendar. Items included on the Consent Calendar were: Minutes from the 07/09/10 meeting and Voucher Approval for July 1 through July 31, 2010.

Accounts Payable check numbers 2111 – 2196	\$455,007.88
Payroll	\$457,127.25;
Electronic Payments	\$205,964.19

Motion carried.

5. Old Business

A. 2011 Budget Discussion

Chris Fischer headed up the discussion on the 2011 budget by recapping events of the July Governing Board meeting where NORCOM staff presented the 2011 budget as recommended by staff and the Joint Operations Board. NORCOM staff was directed to detail the incremental increases in the budget from the baseline (2010) budget in order to give the Board a clear understanding of the increases and operational impacts or benefits. Additionally, the Chair requested information comparing the 10 year forecast from the Business Plan to current costs.

A PowerPoint document was provided to Board members prior to the meeting. This document summarized expenditures for 2009, 2010, and 2011; what was budgeted versus what was forecast in the ten year forecast; and the budget less the estimated costs. Gwen Pilo reviewed this document, explaining that the numbers do not include the Kirkland annexation or the recent increases for ACCESS user fees. Chris Fischer reviewed the remainder of the PowerPoint presentation, describing several areas of operating costs that are driving the increase in the 2011 budget. These costs included: ACCESS user fees, additional radio consoles, staffing for the Police Data Service



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position, fully funding the NORCOM contingency account, and equipment replacement. Chris asked for questions or comments from the Board. Discussion followed.

Rich Conrad suggested taking the three potential areas of reductions – radio consoles, the Data Service position, and equipment replacement – and vote on each individually. Tom Weathers made a motion to approve equipment replacement at 60% for 2011, per staff recommendation. Motion carried, with one opposing vote.

Bob Van Horne made a motion to fully fund the Contingency Account at 5% for 2011, per staff recommendation. Motion carried.

Bob Van Horne made a motion to approve staff recommendation for radio consoles and completion of two work stations. Motion carried.

Brad Miyake made a motion to approve the addition of three FTEs for the Data Service position. Discussion followed. Brad amended his motion to approve the addition of two FTEs for the Data Service position, and supplement the third FTE with employees from the third fire position. Motion carried. Rich Conrad requested that Chris Fischer report back to the board after three months of implementation.

6. Staff Reports

A. Report from Executive Director (including Technology Report)

Chris Fischer provided information and updates on the following:

- Exit Conference with the State Auditor immediately following meeting
- Bellevue Police field reporting implementation
- New World GIS development
- New World CAD software
- New World fire client software development
- New World software demos
- NORCOM offsite data backup

B. Report from Human Resources Manager

Susan Beisheim provided updates on labor and staffing/recruitment:

- After 2.5 days, the NORCOM Associated Guild called bargaining to a close and reported their desire to go to mediation – no date scheduled at this time
- ULP hearing set for September 1st
- Next Academy to begin on September 27th
- Six terminations in the last month – four voluntary quits and two for cause
- New Team Supervisor – Internal candidate Melissa Crawford

C. Report from Professional Standards & Development Manager

Sheryl Mullen provided Performance Measurement information to the Board prior to the meeting. Sheryl reported that NORCOM recently received Training Program Certification at the APCO Conference in Houston. Sheryl and Chris Fischer reported

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that all former Kirkland and Bellevue telecommunicators and all of NORCOM's first Call Receiving Academy are now fully trained on all positions.

7. Approval of 2011 Budget

Donna Hanson made a motion to approve the 2011 Budget which represents a 2.6% increase to the 2010 budget. Motion carried.

8. Committee Reports

A. Joint Operations Board

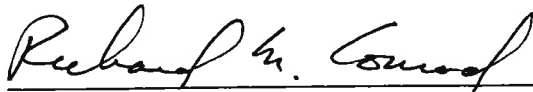
No report from Joint Operations.

B. Finance Committee

Tracey Dunlap reminded Board members that now that the budget is approved, each agency needs to take the budget back to their elected officials for approval prior to the final budget adoption in September.

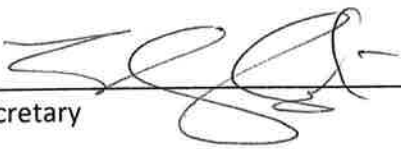
Rich Conrad adjourned the meeting at 10:45 a.m.

Approved by:



Chair

Attest:


Secretary