

Meeting Minutes

NORCOM Governing Board

City of Bellevue, Room 1E-112

November 4, 2011

Governing Board Reps Present: Brad Miyake, Bob Van Horne, Bill Archer, Kurt Triplett, Donna Hanson, Rich Conrad, Bob Larson, David Burke, Lee Soptich, Chris Connor, Tom Weathers, Mark Bunje, and Mark Chubb.

1. Call to Order

The NORCOM Governing Board was called to order by Tom Weathers, Governing Board Chair, at 9:00 a.m. on November 4, 2011.

2. Roll Call

Roll was called and a quorum established.

3. Action Items

A. Consent Agenda

Tom Weathers asked to entertain a motion. David Burke made a motion to approve the items on the Consent Agenda. Motion was seconded by Mark Bunge. Items included on the Consent Agenda were: Minutes from the 10/14/2011 meeting, Voucher Approval for October 1 through October 31, 2011, approval of Resolution 41 & 42 and approval of SOP 01-036 and SOP 09-010.

Accounts Payable check numbers 2969-3017 \$ 261,839.34;

Payroll \$ 306,498.24;

Electronic Payments \$ 206,407.01

Motion carried.

B. Rate Stabilization Policy

Gwen Pillo discussed the following topics:

- Addition of language to section 4.3.2, which would require an analysis of the impact and effects of using the funds in future years.

Discussion followed regarding the transferring of funds into the Rate Stabilization fund. Tom Weathers asked to entertain a motion to accept the Rate Stabilization Policy. Kurt Triplett made a motion to accept the policy as revised. Motion was seconded by Brad Miyake. Motion carried.

4. Staff Reports

Individual staff reports from NORCOM staff were included in the Board packet. Chair Weathers asked if Board members had any questions regarding the reports or if NORCOM staff had anything to add to their reports.

Mark Nelson provided an update on the re-launch of the New World System Software.

Mark Nelson discussed the following topics:

- Testing completed earlier in the week on Police Mobile with CAD.Net
- Development of automated scripts to test mobile messaging between CAD.Net and Mobile
- Mercer Island Police is scheduled on November 7, 2011 to go operational on Cad.Net
- Working on Records Management System

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Discussion followed regarding back-up plans for the current records management system, ZOLL. Discussion followed regarding the Board getting more involved in how decisions are made with NORCOM.

5. Committee Reports

A. Joint Operating Board

Chief Pillo could not attend, and had nothing to report out.

B. Finance Committee

Tracy Dunlap discussed the following item:

- Exit Conference scheduled for next week

No discussion followed.

6. Executive Session-Potential Litigation & Personnel

An Executive Session was held to discuss potential litigation pursuant to RCW 42.30.110 (i) and employee performance review, pursuant to RCW 42.30.110 (g). Tom Weathers announced that the Executive Session would last 45 minutes, at which time, regular session would resume. The session began at 9:24 a.m. and was extended for an additional 37 minutes ending at 10:46am. A short break was given, and regular session reconvened at 10:48 a.m.

Tom Weathers asked for recommendations from the Board, to offer New World an opportunity to present their thoughts to NORCOM's partner agencies. Kurt Triplett made a motion to appoint an Ad Hoc committee to meet with New World. Motion seconded by Chris Connor. Motion carried. Tom Weather's recapped the motion to the Governing Board. Members of the Ad Hoc Committee are: Chris Connor, Bob Larson and chaired by-Kurt Triplett.

Mark Chubb made a motion to allow the Governing Board to authorize the Chair to appoint an acting Executive Director to oversee and manage the day to day operations of NORCOM and to gather and present such information as necessary to the board to facilitate the selection of a successor on either an interim or permanent basis. Motion seconded by Bob Larson. Motion Carried.

Mark Chubb made a motion to allow the Strategic Planning Committee to oversee the selection and succession of the Executive Director for the purposes of ensuring continuity of leadership to NORCOM. Mark Chubb added an additional amendment and authorized the Chairman of the Strategic Planning Committee to appoint a subcommittee for the purposes of selecting an interim Executive Director. He requested that the subcommittee consist of an equal number of police and fire agency representatives. He also requested that the Chair and Vice Chair of the Governing Board serve on committee. Motion seconded by Bob Larson. Motion Carried.

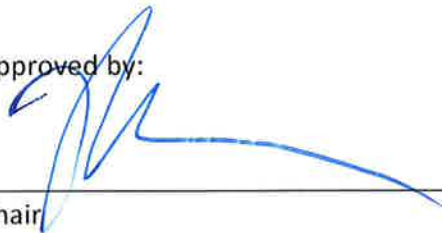
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Rich Conrad recommends a five minute recess. Meeting reconvenes at 11:09am.


Tom Weather's recapped the motion made by Mark Chubb. Tom Weathers discussed using the existing Strategic Planning Committee to evaluate applicants for an Interim position and help set the stage for a permanent solution for NORCOM. The Strategic Planning Committee will form a subcommittee to allow for expediency if necessary. Tom Weathers, Chair of the Governing Board, will take action on the current situation for Acting Director. Tom Weathers appointed Rich Conrad, City Manager of Mercer Island, as the Acting Director until an Interim Director is selected. In the process, Rich Conrad will withdraw from his position with the Governing Board and designate a representative from Mercer Island, to sit on the board in his place. Tom Weathers also appointed Brad Miyake, Deputy City Manager of Bellevue, to take the spot of Rich Conrad, as the Chair on the Strategic Planning Committee in the meantime. A deadline of December 1, 2011 was set by the Governing Board to select an Interim Executive Director. A six month time frame was set by the Governing Board to find a permanent solution for the Executive Director opening.

Meeting adjourned at 11:16 a.m.

Approved by:



Chair

Attest: 

Secretary