

Meeting Minutes
NORCOM Governing Board
City of Bellevue, Room 1E-112
August 10, 2012

Governing Board Reps Present: Brad Miyake, Bob Van Horne, Bill Archer, Eric Olsen, Rich Conrad, Bob Larson, Wes Collins, Chris Connor, Jim Torpin, Mark Bunje, and Mark Chubb.

1. Call to Order

The NORCOM Governing Board was called to order by Brad Miyake, Governing Board Chair, at 9:00 a.m. on August 10, 2012.

2. Roll Call

Roll was called and a quorum established.

3. Open Communications from the Public

4. Executive session – Potential Litigation

An Executive Session was held to discuss potential litigation pursuant to RCW 42.30.110(1)(i). Brad Miyake announced that the Executive Session would last one hour, at which time regular session would resume. The Executive Session began at 9:02 and was extended for 20 min at 10:02, then extended for 5 minutes at 10:22, then extended for 10 minutes at 10:27, then extended for 2 minutes at 10:37, then extended for 5 minutes at 10:40, and ended at 10:45.

Meeting resumed at 10:50 after a 5 minute recess.

5. Public Hearing for 2013 proposed budget

Brad Miyake opened a Public Hearing on the NORCOM 2013 Proposed Budget at 10:51 a.m. No comments or questions were forthcoming from the public. Brad closed the Public Hearing at 10:52 a.m.

6. Action Items

A. Consent Agenda

Bob Van Horne made a motion to approve the items on the Consent Agenda. Items included on the Consent Agenda were: Minutes from the 7/13/12 Governing Board Meeting and Voucher Approval for July 1 through July 31, 2012.

| | |
|--|----------------|
| Accounts Payable check numbers 3409-3476 | \$ 352,516.10; |
| Payroll | \$ 309,846.42; |
| Electronic Payments | \$ 197,730.93 |

Motion carried.

B. 2013 Budget Discussion and Approval.

Gwen Pilo discussed the following:

Reductions to the proposed budget with the changes detailed in the packet. The recommended operations budget does not use rate stabilization; however rate stabilization funds will be used for the 2013 Capital Projects Fund. It was not recommended to not fund all of the FTE Telecommunicator positions.

Meeting Minutes
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Discussion ensued regarding overtime hours and how rate stabilization options affected rates. It was suggested that we perform a sensitivity analysis regarding overtime. Bob Larson made a motion to approve the 2013 budget as presented. Motion carried.

C. Resolution 50 – Changing Team Supervisor Position from Exempt to Hourly
Bob Larson made a motion to approve Resolution 50, a Resolution authorizing the Team Supervisor position to be classified as hourly instead of exempt. Motion carried.

D. Resolution 51 Amending the 2012 budget
Wes Collins made a motion to approve Resolution 51, a Resolution amending the 2012 budget, moving unexpended funds from Salaries & Benefits to the Capital Projects Fund. Motion carried.

E. Resolution 52 – Approving a Lease Amendment with the City of Bellevue
Bob Larson made a motion to approve Resolution 52, a Resolution to authorize the Executive Director to negotiate and sign a Lease Amendment with the City of Bellevue for the Technology Project Team, if necessary. Motion carried.

7. Old Business

8. New Business

A. Presentation by Marlys Davis

Marlys Davis discussed the following:

- How 911 is funded through local, county and state sources.
 - Updates on Next Generation 911 systems
 - The King County PSAP Consolidation Assessment by GeoComm
 - The Anticipated funding ballot measures for 911 services in 2013 and 2014.
- Discussion ensued regarding text messaging to 911, and Smart 911.

B. Transfer of Secretarial Duties from Heather Facer to Marla Smithisler

There were no objections to the transfer of duties. Thank you!

6. Staff Reports

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

A. Interim Executive Director

Pam Bissonnette discussed the following:

- The Subject Matter Experts and testing lead will have MOU's and will be ratified at the September Governing Board meeting.

B. Technology

Karen discussed the following:

- All equipment has been disconnected and we are no longer the formal backup for Issaquah.

7. Committee Reports

Meeting Minutes
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City of Bellevue, Room 1E-112
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A. Joint Operations Board

Nothing to report and no discussion.

B. Finance Committee

Tracey Dunlap discussed the following:

- The committee is waiting on the specific needs regarding Redmond's request to support the EMS levy concerning ALS funding. No discussion.

C. Strategic Planning Committee

Brad Miyake discussed the following:

- More on the Executive Director Recruitment to follow. No discussion.

D. IT Committee

Mike Kaser discussed the following:

- The technology committee has been helping with staffing the GIS position and the service level agreement. No discussion.

D. REPC Status Report

Already Covered in Marlys Davis' presentation. No discussion.

8. Executive Session –Personnel

An Executive Session was held to discuss personnel pursuant to RCW 42.30.110(g). Brad Miyake announced that the Executive Session would last 20 minutes at which time, regular session would adjourn. The Executive Session began at 11:55 a.m. and was extended at 12:15 p.m. for an additional 10 minutes, ending at 12:25 p.m..

Meeting adjourned at 12:25 p.m.

Approved by:



Chair

Attest:



Secretary