

Meeting Minutes

NORCOM Governing Board

City of Bellevue, Room 1E-112

June 8, 2012

Governing Board Reps Present: Brad Miyake, Bob Van Horne, Bill Archer, Kurt Triplett, Donna Hanson, Rich Conrad, Bob Larson, Wes Collins, Chris Connor, Jim Torpin, Dave Jones, and Mark Chubb.

1. Call to Order

The NORCOM Governing Board was called to order by Brad Miyake, Governing Board Chair, at 9:01 a.m. on June 8, 2012.

2. Roll Call

Roll was called and a quorum established.

3. Open Communications from the Public

Becky McCracken, NORCOM Guild representative, provided an update regarding Guild acceptance of the Collective Bargaining Agreement. Also, Becky explained that the Guild would also be dropping the current ULP once the contract is approved. Skip DeHennis, NORCOM Guild representative, explained how well NORCOM and the Guild have been working together and a commitment to continue to do so.

4. Action Items

A. Consent Agenda

Kurt Triplett made a motion to approve the items on the Consent Agenda. Items included on the Consent Agenda were: Minutes from the 5/11/12 Governing Board Meeting and Voucher Approval for May 1 through May 31, 2012.

Accounts Payable check numbers 3320-3365	\$ 157,379.30;
Payroll	\$ 276, 178.50;
Electronic Payments	\$ 179, 302.48

Motion carried.

5. Old Business

A. Ratification of Guild Labor Agreement

Bill Archer made a motion to accept the Guild Labor Agreement. Motion Carried.

Wes Collins expressed his Chief's concerns with the medical benefits portion of the Guild Labor Agreement, and explained that his agency opposes the agreement.

B. Financial System RFP-Authorization to sign contract with Springbrook Software

Gwen Pilo discussed the following items:

- Recap of RFP process for the Financial System
- Pricing of Springbrook Software was reduced from \$81,000 to \$68,000
- SpringBrook Licensing fees were reduced from 100% to 30% due at signing

Mark Chubb made a motion to authorize the Executive Director to sign a contract with SpringBrook Software for purchase and implementation for the financial system software. Motion Carried.

6. New Business

A. Update on Employee Survey

Rhonda Hilyer discussed the following items:

- Overview of Employee Survey
 - Received 65 responses totaling a 82% response rate
 - Received 489 separate comment narratives with embedded comments totaling 750 individual comments
 - Received 100s of suggestions for improvement on topics of leadership, decision making, SOPs, employee retention, training and recruitment
 - Many of survey respondents have acknowledged that there has been a lot of improvements made at NORCOM, since the arrival of the Interim Executive Director
 - Open Communication and listening was a large topic throughout the survey
 - Employee favored the following behaviors: teamwork, handling problems and complaints, building trust, honesty, and no favoritism, effective use of the chain of command and accountability
 - Agreement Dynamics will provide the Governing Board with specifics at the next Board Meeting.
 - The high response rate shows investment of employees in NORCOM and its success
 - Employees are ready for change, and they are ready to be a part of it.

B. Resolution 47- GIS Contract

Mark Nelson discussed the following items:

- Technology Committee was involved in the original RFP
- Received 2 replies on behalf of the GIS Contract: GeoComm, and Port Madison
- NORCOM has selected Port Madison to carry out the GIS Contract
- Port Madison's original proposal was set at \$175,000
- NORCOM has since talked to them and the proposal has been reduced to \$90,000

Bob Van Horne made a motion to approve Resolution 47. Motion Carried.

C. Resolution 48-Project Manager Contract

Mark Nelson discussed the following items:

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- Received 2 formal replies to the RFP: Sky Fulton & Associates, and Online Business Systems.
- Evaluation Committee unanimously recommends that the Board authorize NORCOM's Executive Director to enter into contract with Online Business Services.
- The Evaluation Committee, which included Fire representation, was comfortable selecting Online Business Services even though they did not have direct fire experience because of the amount of resources that they would be able to allocate to the project

Bob Larson made a motion to approve Resolution 48. Motion Carried.

7. 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. Discussion followed regarding a few highlights from the staff reports. Pam Bissonnette, NORCOM's Interim Executive Director, discussed the following topics:

- Reduction in Medical Insurance Benefits from 37% to 11%
- Update on GeoComm's Visit concerning the King County ComCenter consolidation initiative
- Update on NORCOM's Executive Director Recruitment Process

8. Committee Reports

A. Joint Operations Board

Wes Collins reported out on the following topics:

- Update on the 7 New Program Requests received from NORCOM
- Fire Operations progress on the New World testing schedule

No discussion followed.

B. Finance Committee

Tracey Dunlap reported out on the following topics:

- Update on the Finance Committee's most recent meeting
- Questions regarding new program requests were consistent with Joint Ops. questions

No discussion followed.

C. REPC Update

Rich Conrad discussed the following items:

- King County will be moving forward with an RFP for the next Generation Regional Radio System
- Measure is planned to appear on the ballot between \$150 million to \$300 million
- Decision Tree for REPC Governance Agreement

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- 3 different options were discussed for the makeup Members of the REPC:
 - First Option: one entity with representatives from King, Pierce and Snohomish County would oversee the standards of radio system implementation
 - Second Option: a Governance that includes all PSAP's
 - Third Option: representation from the Radio System owners. In King County that would include EPSCA, ValleyCom, King County, Seattle, and the Port.

Discussion followed regarding the two parts that make up an emergency communications center; call receiving and dispatching. Discussion followed regarding the competitive pressures that may accompany the technology side. Discussion followed regarding NORCOM's involvement and representation in the planning phase. Discussion followed regarding the strategic planning committee and their involvement with REPC and EPSCA.

D. Strategic Planning

The Strategic Planning Committee has not met, but will be meeting in late June to discuss NORCOM's Executive Director Recruitment and other topics. No discussion followed.

E. IT Committee

Mike Kaser reported out on the following topics:

- Project Manager's involvement in the detailed New World Project plan.
- Population of each Agencies involvement in the New World Project Plan

No discussion followed.

Meeting adjourned at 10:27 a.m.

Approved by:



Chair

Attest:



Secretary