

Meeting Minutes

NORCOM Governing Board

City of Bellevue, Room 1E-113

January 11, 2013

Governing Board Reps Present: Brad Miyake, Bob Van Horne, Kurt Triplett, Mark Thomas, Rich Conrad, Bob Larson, David Burke, Lee Soptich, Chris Connor, Jim Torpin, Mark Bunje, Jay Wiseman and Mark Risen

1. Call to Order

The NORCOM Governing Board was called to order by Brad Miyake, Governing Board Chair, at 9:04 a.m. on January 11, 2013.

2. Roll Call

Roll was called and a quorum established.

3. Open Communications from the Public

None.

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 December 14, 2012 Governing Board Meeting and Voucher Approval for December 1 through December 31, 2012.

Accounts Payable check numbers 3682-3737	\$257,215.27;
Payroll	\$ 315,805.31;
Electronic Payments	\$ 190,645.40

Also included were the banking signature card and certificate of incumbency update. Motion carried.

5. New Business

A. Executive Director Introduction

Tom Orr discussed the following: a brief overview of his vision and values for the agency, goals and the challenges facing NORCOM, and a commitment to customer service and best practices.

B. Special Counsel & Legal Counsel RFP

Tom Orr discussed the following: We received notice from Snoqualmie Pass, Duvall Fire and Eastside Fire and Rescue of intent to leave NORCOM. We need to retain special counsel who does not have a conflict of interest with these agencies. It is best practice to submit an RFP every five years for legal counsel to ensure we are getting the best value. Discussion ensued regarding billing and how to handle legal strategy and confidentiality with the departing agencies. Chris Connor made a motion to enter into an agreement with Pacifica Law Group for the special purpose of legal counsel regarding the potential departure of NORCOM Agencies. Motion carried

Bob Van Horne made a motion to authorize RFPs for general legal counsel. Motion carried.

C. Agreement with Kirkland for Fire SME

Meeting Minutes

NORCOM Governing Board

City of Bellevue, Room 1E-113

January 11, 2013

It was determined the ICRM project team needed an additional fire SME. The test lead position was no longer necessary so there will be no additional expense. Hobart Hani from Kirkland Fire was identified as a qualified SME. Kurt Triplett recused himself from the vote. Rich Conrad moved to execute the contract with Kirkland for the fire SME. Motion carried.

6. Old Business

A. Resolution 55 – Proclamation of NORCOM C.A.R.E.S. Week

Mike Mandella discussed the following: A brief overview of how the new cultural values developed. A video demonstrating the values was shown, with thanks to telecommunicators Kenny Solberg and Lieth Nedell for their work. Discussion ensued regarding the Board's support for these values. Bob Larson made a motion to proclaim the week of January 14-18 NORCOM C.A.R.E.S. Week. 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 further to add. Tom Orr made one correction to his report, stating he wanted to delay the retreat until June or July to ensure inclusivity amongst all agencies.

8. Committee Reports

A. Joint Operating Board

Nothing to report and no discussion.

B. Finance Committee

Nothing to report and no discussion.

C. Strategic Planning Committee

Nothing to report and no discussion.

D. IT Committee

Nothing to report and no discussion.

E. REPC Update

Rich Conrad discussed the following: the REPC planning process has been completed and the local agreement is out at the county level. There will not be any further updates, just implementation.

9. Executive Session – Litigation & Personnel

An Executive Session was held to discuss litigation pursuant to RCW 42.30.110(1)(i). Brad Miyake announced that the Executive Session would last 2 hours. The Executive Session began at 9:40 a.m. and ended at 11:40 a.m.

Meeting adjourned at 11:40 a.m.

Meeting Minutes
NORCOM Governing Board
City of Bellevue, Room 1E-113
January 11, 2013

Approved by:



Chair

Attest: _____
Secretary