Meeting Minutes
NORCOM Governing Board
City of Bellevue, Room 1E-112
May 10, 2013

Governing Board Reps Present: Brad Miyake, Bob Van Horne, Bill Archer, Pam Bissonnette, Donna Hanson, Rich Conrad, Bob Larson, David Burke, Lee Soptich, Chris Connor, and Dave Jones

1. **Call to Order**
   The NORCOM Governing Board was called to order by Brad Miyake, Governing Board Chair, at 9:05 a.m. on May 10, 2013.
2. **Roll Call**
   Roll was called and a quorum established.
3. **Open Communications from the Public**
   None.
4. **Introduction of New Supervisors and Team Training Coordinator**
   Tom discussed the: Congratulations to the new team supervisors: Amanda Kolling, Sandy Hogue, Mark Lowry and Missy Lorraine. Roky Louie has been selected as a permanent training coordinator.
5. **Action Items**
   A. Consent Agenda
   Lee Soptich made a motion to approve the items on the Consent Agenda. Items included on the Consent Agenda were: Minutes from the April 12, 2013 Governing Board Meeting and Voucher Approval for April 1 through April 30, 2013.
   Accounts Payable total: $804,264.61
   Motion carried.

5. **Old Business**
   A. New World Systems Update
   Tom Orr discussed: The Governing Board asked for an assessment of options regarding the potential next steps of the ICRM Project. Neville Wallace was brought on from OBS and has begun compiling this information, which will be presented in June.
   Jerry Holcombe discussed: A status report was included in the packet. Reconciliation of Exhibit Q has no further progress since the last update at the Governing Board meeting in April. Currently 77% of the requirements have been reviewed, with 88% agreement with New World. Tom Orr mentioned that reviewing Exhibit Q is no longer essential for moving forward in dispute resolution.
   The first hot fix for P1/P2 issues with the police software was received and is being installed. It should fix the white screen issue. More hot fixes to follow, the next should come in early June. Discussion ensued regarding the number of issues remaining and how we should receive the fixes for those issues. The focus continues to remain on police issues since they are currently using the software. NORCOM is participating in a 'new adopter' program with New World, also known as 'collaborative testing.' The next collaborative testing date will likely be mid June, with version 10.1 and version 10.2 comes in early fall. SNOPAC and SNOCOM are also testing 10.1. There is a concern of the project team burning out. Discussion ensued regarding testing strategies and test environments.

Victor Lohr discussed: P1 and P2 issues from the TriTech upgrade have been resolved. P3 and P4 issues will be handled by NORCOM IT operations. ESO is live; Ken Knott is handling the on boarding. The data warehouse is live and the training environment is in place. The backup center was converted yesterday and a meeting with Bellevue is scheduled to decommission the old system.

Neville Wallace discussed: an overview of the framework for assessing alternatives and selecting a future ICRM strategy. The framework includes: a presentation of a problem statement, a discussion of next steps, agreement on the goals the ICRM program should support, gathering of potential alternative strategies, critical success factors identified, and analysis and discussion of those alternative strategies. Working this collaborative process should provide information for the Board to decide on an alternate strategy. It is imperative to find a solution that works for the entire organization and all agencies, and defensible.

6. **New Business**

   A. Strategic Advance, Part II

   Tom Orr discussed: if the alternative strategies review process is not complete by the June board meeting, an update will be provided and cost allocation and other issues will be discussed at the second advance on June 14, 2013. Also, further funding for the OBS and SME contracts may be requested.

7. **Staff Reports**

   Individual staff reports from NORCOM staff were included in the Board packet. Chair Connor asked if Board members had any questions regarding the reports or if NORCOM staff had anything further to contribute. Discussion ensued regarding the new format of the financial statements and the updated metrics in the reports.

8. **Committee Reports:**

   A. **Joint Operating Board**

   Bill Archer discussed: the Joint Operating Board discussed the preliminary draft of the 2014 budget and 2013 budget enhancements. These topics will be revisited at the next Joint Operating Board meeting.

   B. **Finance Committee**

   No discussion.

   C. **Strategic Planning Committee**

   No discussion.

   D. **IT Committee**

   No discussion.

   E. EPSCA Update

   Rich Conrad discussed: the monthly EPSCA board meeting and their involvement in supplying NORCOM radios. Scott Hatfield will be invited to attend future board meetings.

9. **Executive Session – Litigation & Personnel**
   Executive session was called pursuant to RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. The 45 minute session began at 10:15 after a short recess. It was extended for 30 minutes at 11:00 a.m. It was extended for 10 minutes at 11:30. It was extended for 5 minutes at 11:40 and concluded at 11:45, at which point open session began.

   Bill Archer made a motion to approve the Executive Director's correspondence to New World Systems regarding current communication problems, failures with February go-live, request for authorization pursuant to confidentiality agreement for evaluation of New World's software systems, comment on alternative service packs and moving dispute resolution forward to conclusion of Step 1. No discussion. Motion passed.

   Meeting adjourned at 11:47a.m.

Approved by:

_____
Chair

Attest: _____
         Secretary