

Meeting Minutes

NORCOM Governing Board

City of Bellevue, Room 1E-112

June 14, 2013

Governing Board Reps Present: Mike Eisner, Bob Van Horne, Bill Archer, Kurt Triplett, Donna Hanson, Chris Tubbs, Bob Larson, David Burke, Lee Soptich, Chris Connor, Jim Torpin, Matt Cowan, Jay wiseman, and Greg Ahearn.

1. Call to Order

The NORCOM Governing Board was called to order by Chris Connor, Governing Board Chair, at 9:00 a.m. on June 14, 2013.

2. Roll Call

Roll was called and a quorum established.

3. Open Communications from the Public

None.

4. Recognition – NORCOM Employees of the Quarter and CPR Saves

Tom Orr discussed: Supervisor Melissa Crawford and telecommunicator Billy Marshaleck received awards for employee of the quarter. Rebekah Kuempel, Kat Morrison, Lieth Nedell and Deanna Bork received awards from King County for CPR saves.

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 May 1 through May 31, 2013.

Accounts Payable total: \$1,149,361.14

Motion carried.

5. Old Business

A. New World Systems Update

Jerry Holcombe discussed: a brief overview of his report included in the packet. There was a small software deployment on Tuesday morning, with minimal impact on business. There are still 124 open issues, 66 resolved. This software build corrects six white screen root causes and there have been no white screen issues since the deployment, but there has been intermittent police mobile slowness and losing connectivity. The next software deployments will be in late July, and late August. Discussion ensued regarding the police mobile software and workstations. The fire project has progressed almost as far as it can go at this time. Lt. Hobie Hani from Kirkland completed most of the data conversion and his last day is today. Firefighter Ken Knott from Mercer Island continues to work with fire agencies on paging. The ESO TriTech interface is complete.

Neville Wallace discussed: an overview of the Alternative Strategies Assessment thus far. The framework was developed, alternative strategies have been defined, and an initial list of critical success factors compiled. The next step is to develop measurements for each of the strategies and take the information to the Joint Operating Board to make a recommendation to the Governing Board. There has been good collaboration between the agencies. There are seventeen strategies identified so far, with charts outlining each one. The goals, objectives and mission statements from each agency are used to develop critical success factors. The goal is to compare strategies not develop a project

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plan. Each step will be documented and supported. Discussion ensued regarding whether this process was aligning with the Board's direction, and the plan for a cost and schedule analysis. There were some concerns that cost analysis should have been brought forward earlier in the assessment. General consensus was that the analysis was moving in the right direction and the Board does not want to see all seventeen strategies, but does want the information as to why any strategies are not moved forward. Kurt Triplett made a motion to move forward with the strategy framework to bring forward a recommendation to the Board at a future date. Motion carried. Discussion ensued regarding a new date for the second advance meeting.

6. New Business

A. Resolution 56 – 2013 Budget Adjustment

Gwen Discussed: Resolution 56, the 2013 Budget Adjustment was included in the packet and is recommended by the Finance Committee and the Joint Operating Board. The ending fund balance is 1.69 million. The request for the carry forward amount is \$37,000 for completion of the Springbrook software contract and technology training that wasn't completed. The request to increase expenditures by \$69,450 is for Microsoft software licenses and legal fees. The request to increase the capital projects budget is \$851,000, to fund the OBS and SME contracts and legal fees. The remaining funds are requested to be moved to the rate stabilization fund. Discussion ensued regarding the software licenses, legal fees and the estimates for the ICRM costs, as well as what has been spent on the ICRM project so far. Chris Tubbs made a motion to approve Resolution 56. Motion carried.

Discussion ensued regarding the 2014 budget and the effects of agencies potentially leaving. It was requested the attorneys bring more information to the next meeting.

B. Partnership Invitation Letter

Tom Orr discussed: a proposal to extend an invitation to Redmond Police to become a member agency. This discussion is resulting from the recent Redmond feasibility study, and previous discussions to draft a lease for NORCOM's back-up space in Redmond. This will be discussed further at the advance. Discussion ensued and more information is needed, but general consensus is that it shows good intent.

C. MOU for SME – Mercer Island

Tom Orr discussed: Mercer Island donated Jeff Magnan's time for the ICRM project until February and his time on the project must be paid going forward, as it is with the other SMEs. Discussion ensued regarding payment. Kurt Triplett made a motion to approve the MOU for SME with Mercer Island. Motion passed.

D. OBS Contract Extension

Tom Orr discussed: the need to extend the OBS contract as NORCOM will require a Project Manager regardless of the future direction of the ICRM project. The extension is through 2013 and will be discussed again in the 2014 budget. Discussion ensued regarding the cost of the contract, prior payments and if there would be any benefit to

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having a full time project manager on staff. Bob Larson made a motion to approve the OBS contract extension. Motion passed.

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 County's proposal to divert 911 funds and raising taxes to cover the amount. The funds will be diverted, but the tax will be raised to cover the amount. The issue is waiting to go to the Senate.

8. Committee Reports:

A. Joint Operating Board

Bill Archer discussed: The Joint Operating Board discussed the same issues presented at the Governing Board today.

B. Finance Committee

Tracey Dunlap discussed: the 2014 budget coming to the Board in July, and the Board will need to act on it in August.

C. Strategic Planning Committee

No discussion.

D. IT Committee

Mike Kaser discussed: the IT committee discussed the ILA, which will be presented at the Joint Operating Board this month.

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 one hour session began at 10:30 after a short recess. It was extended for 15 minutes at 11:30 a.m. Open session resumed at 11:45.

Matt Cowan made a motion to authorize the Executive Director to proceed to the next step of dispute resolution, to request mediation, to give default notice and give notice on bond to New World Systems. Motion carried.

Meeting adjourned at 11:50a.m.

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Approved by:



Chair

Attest: 

Secretary