

Meeting Minutes

NORCOM Governing Board

City of Bellevue, Room 1E-112

July 12, 2013

Governing Board Reps Present: Brad Miyake, Bob Van Horne, Bill Archer, Kurt Triplett, Donna Hanson, Rich Conrad, David Burke, Wes Collins, 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 – CPR Saves

Tom Orr discussed: Kat Morrison, Lindsey Tusing, Rebecca Lucci and Rebekah Kuempel were recognized by King County for CPR Saves. Sheryl Mullen is the new Washington APCO president. Congratulations to these NORCOM employees for their accomplishments. The Board thanks them for their contributions to the agency.

5. 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 June 14th, 2013 Governing Board Meeting and Voucher Approval for June 1 through June 30th, 2013.

Accounts Payable total: \$875,734.53

Motion carried.

5. Old Business

A. New World Systems Update

Tom Orr and Jerry Holcombe discussed: The progress report is included in the packet, and brief updates for dispute resolution, early adopter and the project are highlighted. New World has scheduled a meeting on July 16th for a process discussion meeting for dispute resolution and will likely only cover the logistics of the upcoming mediation. NORCOM's position was outlined in the last letter sent to New World Systems. The Steering Committee recommended we shore up production in SP2 and participate in the 10.2 early adopter program, to influence the build, and keep the team up to speed on new features and fixes. At one point, New World suggested we participate in the early adopter program for 10.1, but has since changed their stance after receiving our letter. Nothing new has come forward from New World since the dispute resolution letter. Snocom is participating in 10.1 early adopter and their initial defect list was approximately 150 items, and they are not impressed with the product. It is unknown how many of those issues are P1/P2. Only 2 white screen issues occurred in the last month from SP2.2 in production. This is due in part to dispatchers using work-arounds.

B. Alternative Strategies Analysis (ASA) Brief

This was moved to executive session on advice of NORCOM's legal counsel.

C. Technology Service Level Agreement Update

Meeting Minutes

NORCOM Governing Board

City of Bellevue, Room 1E-112

July 12, 2013

Tom Orr discussed: Deltawrx suggested that NORCOM develop a technology service level agreement to detail the level of technical services provided to each agency. This agreement is still in development. Cost allocations included in this document will be discussed at the next strategic advance.

6. New Business

A. New Washington state APCO President – Sheryl Mullen

Tom Orr recognized Sheryl at the beginning of the meeting.

B. Proposed 2014 Budget

Jay Reich, NORCOM General Counsel, Pacifica Law Group discussed: an overview of the ILA in regards to the potential implications of the three agencies pending notices of withdrawal. Agencies who have given notice of withdrawal cannot vote on future budget matters, but can vote on issues concerning the current year budget. The ILA states a departing agency must remit the smoothing rebate, which would be due sixty days after effective date of withdrawal. King County Fire District 51 would have to pay \$16,851; King County Fire District 45 would pay \$5,489; and Eastside Fire & Rescue would pay \$520,149. Service to these agencies would stop on January 1, and there is not enough time to plan for that move. Two budgets need to be created depending on who stays or goes, which places a burden on the staff. The finance committee passed a motion for the Governing Board to consider a motion to have the agencies confirm either leaving or staying before the next Governing Board meeting.

Tom Orr discussed: The potentially departing agencies should know the direction NORCOM is going in regards to the ICRM project and the initial outcome of the Alternate Strategies Analysis. More information to follow in Executive Session. The Board is expected to decide on a direction following Executive Session.

Chief David Burke of Duvall, Fire District #45 gave notice of withdrawal of their intent to depart NORCOM. Discussion ensued regarding allowing the potentially departing agencies to participate in executive session, concerns about confidentiality. There was interest in making a motion to require agencies to confirm or withdraw their notices before the August Board meeting. Eastside Fire & Rescue expressed their willingness to stay with NORCOM, but the Board wants written confirmation.

Gwen Pilo discussed: Both budgets were included in the packet, one including all agencies and one shows the impact of the three potentially departing agencies. The new programs added to the 2014 budget are: Information Technology Services staff training, network access storage, and the incident dispatch team. Salaries show a decrease due to five fewer FTE's. Discussion ensued regarding impacts of overtime in the budget and on staff. Increases are seen in all employee benefits. It is recommended to reevaluate the equipment replacement schedule. The suggested contribution is \$200,000 less than in prior years. This reduction is to keep the budget as close to a zero increase as possible, but this fund may need additional funds in the future. Discussion ensued regarding current and future funding the equipment replacement fund. The operating fund has a total increase of 2.14%. Outside revenue may decrease due to the state

Meeting Minutes

NORCOM Governing Board

City of Bellevue, Room 1E-112

July 12, 2013

diverting funds from the State E-911 fund for other purposes and for the potential for King County to incentivize PSAP consolidation. Discussion ensued regarding the state redistributing tax revenue and contingencies in the event funding is reduced. 2014 is the last year for smoothing on ALS calls. There is an increase of 1.14% in participant allocation, with a decrease in Bellevue smoothing; this does not include the Kirkland adjustment. The finance committee recommended using the money in the rate stabilization fund for the capital projects fund, though they caution that using the entire fund in 2014 would potentially cause extra assessments in future years. Discussion ensued regarding expenses covered by the capital projects fund. The Kirkland adjustment will be assessed separately again in 2014. The proposed budget in the event the three agencies leave include an increase of \$625,000 that would need to be covered by the remaining agencies, and there would be the possibility of reducing 1 FTE from fire operations. The distribution of the budget is split in half between police and fire, though direct operating costs are split 45%/55% for fire and police. These numbers may influence how we determine cost allocation in the future. Discussion ensued regarding funding the Capital Projects fund.

C. Citizens Academy

Tom Orr discussed: an introduction to the Citizens Academy. Roky Louie and Nick Curry presented an outline of a new NORCOM Citizens Academy. This program could educate citizens, and improve recruitment. Discussion ensued regarding the potential audience and general support for this program.

D. Follow-Up on Employee Survey

Tom Orr discussed: the process for developing a follow up employee survey has begun, with a cost of approximately \$9,000. There is interest among employees to continue this process.

E. TriTech Mobile for Fire Discussion

Tom Orr and Karen Furuya discussed: Eastside Fire & Rescue and Shoreline Fire requested using TriTech mobile instead of Interact due to better functionality and mapping capabilities. NORCOM intended to use New World mobile, which currently has an unknown timeline for delivery, and some agencies are looking at other products. The cost and source of funding is unknown. The fire MDCs need mapping functions. Discussion ensued regarding Zone 1's interest in maintaining commonality between agencies; and the importance of decision making through proper governance as well as funding and support issues for the mobile product.

F. New and Pending Project Prioritization

Tom Orr discussed: a list of upcoming projects requested by staff and agencies. These projects need to be prioritized in context of importance and budget and staff resources. Discussion ensued regarding the source requesting each project and more information was 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

Meeting Minutes

NORCOM Governing Board

City of Bellevue, Room 1E-112

July 12, 2013

staff had anything further to contribute. Tom Orr discussed: the need to schedule the next Strategic Advance. Discussion ensued and August 12, 2013, 0900-1300 was the chosen time.

8. Committee Reports:

A. Joint Operating Board

No update.

B. Finance Committee

No update.

C. Strategic Planning Committee

No update.

D. IT Committee

No update.

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 11:10am after a ten minute recess. Open session resumed at 12:10 pm.

Kurt Triplett made a motion:

Whereas, on June 14, 2013, the NORCOM Board authorized notice of default to New World Systems; and

Whereas, on or about June 24, 2013, notice was transmitted to New World Systems; and

Whereas, New World Systems has advised that there is no scheduled date for delivery of an ICRM system as required by the NORCOM-New World Systems contract; and

Whereas, NORCOM has mitigated and will continue to mitigate the impacts of New World Systems failure to perform under the contract; and

Whereas, NORCOM must take further steps to mitigate; therefore

I move that NORCOM continue with dispute resolution process but take the steps necessary to implement TriTech systems for fire CAD and a non-New World Systems mobile and RMS for fire.

Motion carried.

Kurt Triplett made a motion:

I move that NORCOM notify the Principal Agencies with pending withdrawal notices that the notices will be accepted at the next Governing Board meeting and deemed effective as of December 31, 2013, unless the withdrawal notice is rescinded in writing by August 9, 2013.

Motion carried.

Meeting Minutes

NORCOM Governing Board

City of Bellevue, Room 1E-112

July 12, 2013

Meeting adjourned at 12:12pm.

Approved by:

 8-9-13

Chair

Attest: 

Secretary