

**Meeting Minutes**  
**NORCOM Governing Board**  
Bellevue City Hall – Room 1E-108  
August 14, 2015

**Governing Board Representatives Present:** Mark Risen, Bob Van Horne, Marilynne Beard, Bob Larson, David Burke, Lee Soptich, Chris Connor, Noel Treat and Jim Torpin.

**1. Call to Order**

The NORCOM Governing Board was called to order by Jim Torpin, Governing Board Chair, at 0901 a.m. on August 14, 2015.

**2. Roll Call**

Jim Torpin requested a roll call of present Governing Board members.

**3. Open Communications from the Public**

None.

**4. Employee Recognition**

A. Orr recognized the following employees of the quarter: Mike Prill, Nathan Way, Jami Hoppen and Josh Baker.

**5. Public Hearing for the 2016 Proposed Budget**

Chair Torpin opened the public hearing for the NORCOM 2016 Budget. There were no comments.

**6. Action Items**

**A. Consent Calendar**

Connors made a motion to approve the items on the Consent Agenda. Items included on the Consent Agenda were: Minutes from the July 10, 2015 Governing Board Meeting and Accounts Payable Approval Report for July 1 through July 31, 2015.  
Accounts payable total: \$1,042,354.41

Motion carried.

**7. Old Business**

**A. Fire Projects Update**

The TriTech Systems upgrade is scheduled to go-live at 0500 on August 17, 2015. It is expected to last for two business days. During that time, there will be no case numbers generated. The eCBD interface will be implemented after the system upgrade is complete. The connectivity issues with Bellevue Fire modems remain.

**B. Police Projects Update**

**New World 10.2 Upgrade**

Discussions regarding the New World outage continue. New World has acknowledged that the outage was caused on their end. The determined there were two root-causes; a bug in their installer application and a Microsoft port issue. Priority issues are down to four.

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#### **KIRPD 2FA**

Testing on 2FA is in progress. A launch date is expected in September.

LinX Interface, Inmate Tracking, Bellevue Police False Alarm are still in progress.

#### **C. E911 Financial Stability Discussion**

The Regional Policy Committee will meet on September 9, 2015 to review the County Executive's proposed ordinance for PSAP oversight. The Regional Policy Committee expressed some dissatisfaction with the proposed ordinance. The proposed ordinance includes timelines, the work plan, and the recommendation to hire a facilitator who reports directly to the county. The PSAP Directors plan to propose a substitute ordinance to the Regional Policy Committee, which includes establishing a Regional 911 Emergency Number Steering Committee tasked with developing a permanent oversight ordinance for the 911 program office.

Larson and Burke advised Councilmember Lambert represents both the City of Snoqualmie and the City of Duvall. They are willing to assist in whatever capacity they can.

Torpin inquired as to whether the PSAP Directors are planning on scheduling pre-meetings with the individual members of the Regional Policy Committee. Orr confirmed meetings are currently being scheduled. Progress has been made with the City of Seattle in terms of collaboration.

King County Council has advised they are apt to follow whatever is ultimately provided by the Regional Policy Committee.

#### **D. 2016 Proposed Budget**

Pilo recapped that the budget policy was approved in May. The Finance Committee reviewed and recommended the budget in June. The Joint Operating board recommended the budget for approval in June. The Governing Board saw the budget for the first time in July. The budget is being brought forward today for a motion to approve. The Board will formally adopt the 2016 budget by resolution in December. The budget reflects a 3.30% increase in operating fund, one-time capital and expenses funded out of 2015 ending fund balance, no contributions to the operating expense reserve account, 0.78% increase in outside revenues, and capital projects (formerly ICRM) will be funded with 2015 ending fund balances. Pilo reviewed the user fees calculations and confirmed the budget remains the same as presented in July.

Chair Torpin as for a motion to approve the 2016 Budget. A motion was made and seconded to approve the 2016 budget.

Motion carried.

#### **8. New Business**

Orr read a card of gratitude sent to NORCOM from a patient who delivered a baby at home with the assistance of the dispatchers.

#### **9. Staff reports:**

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Individual staff reports from NORCOM staff were included in the Board packet. Chair Torpin asked if Board members had any questions regarding the reports or if NORCOM staff has anything further to contribute. No discussion.

**10. Committee Reports**

**A. Joint Operating Board**

No discussion

**B. Finance Committee**

No discussion.

**C. Strategic Planning Committee**

No discussion.

**D. IT Committee**

Hathaway advised he has met with many leaders of NORCOM agencies. All have advised NORCOM is moving in the right direction. The general consensus is that an IT Committee is no longer necessary. A working group will be formed in the fall of 2015 to continue work on service level agreements. Moving forward, this committee will be struck from the agenda.

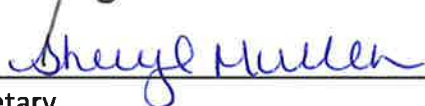
**11. Executive Session.**

The Governing Board held an executive session pursuant to RCW 42.30.110(1)(g). The session began at 0932 hours and was expected to last ten minutes. It was extended at 0942 hours for 5 minutes, and ended at 0947 hours at which time the meeting was also adjourned.

Approved by:

  
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Chair

Attest:   
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Secretary