

## Meeting Minutes

### NORCOM Governing Board

Bellevue City Hall – Room 1E-108

September 11, 2015

**Governing Board Representatives Present: Jim Torpin, Bob Van Horne, Bill Archer, Marilynne Beard, Steve Burns, Bob Larson, Lee Soptich, Peder Davis, Joel Kuhnhenh.**

#### 1. Call to Order

The NORCOM Governing Board was called to order by Jim Torpin, Governing Board Chair, at 9:02 a.m. on September 11, 2015.

#### 2. Roll Call

Chief Torpin requested a roll call of present Governing Board members. A quorum was established.

#### 3. Open Communications from the Public

Skip DeHennis (NORCOM Associated Guild) addressed the board.

#### 4. Action Items

##### A. Consent Calendar

Chief Van Horne made a motion to approve the items on the Consent Agenda. DC Risen seconded the motion. Items included on the Consent Agenda were: Minutes from the August 14, 2015 Governing Board Meeting, Accounts Payable Approval Report for August 1 through August 31 2015 (Accts Payable Total: \$843,833.08), and Pay Increase Exceeding 5%. A vote was taken. Motion carried.

#### 5. Governor's Proclamation – 9-1-1 Day

Director Orr read the proclamation signed by Governor Jay Inslee then distributed NORCOM Director's Coins to participating agency Police Chiefs, Fire Chiefs, and City Managers thanking them for their service to public safety.

#### 6. Old Business

##### A. Fire Projects Update

TriTech Upgrade: Dee Hathaway reported the TriTech Upgrade went well (August 17<sup>th</sup> -18<sup>th</sup>). There are no priority 1 or 2 issues identified.

Electronic CBD Interface (eCBD): This was installed on Sep 2 for testing. Once it is going well in the test environment, a go-live date will be set.

TriTech InformMe: This platform has been introduced and will allow a mobile application to run on tablets. This may be a good cost savings over the current rugged notebooks that are in use. The InformMe system will require NORCOM to upgrade to version 5.7 before implementing or testing the system.

Fire Mobile CAD Implementation Project: There is a concern related to MDCs losing connection to GPS ports (first occurred on December 22). To date, TriTech has provided 5 "hot-fixes" in order to resolve the problem.

Chief Risen expressed thank you to Dee and the IT staff for the smooth upgrade that occurred in August. He cited that good planning was the reason there were no problems with that process. Dee said he would pass on the "Thank You" to NORCOM's IT staff.

##### B. Police Projects Update

## Meeting Minutes

### NORCOM Governing Board

Bellevue City Hall – Room 1E-108

September 11, 2015

10.2 New World Upgrade Project: This was deployed to production in 02/24/2015. Post deployment results show 1 open Priority 1 issue and 8 Priority 2 issues. There is still discussion between New World and NORCOM regarding the May 12<sup>th</sup> outage that occurred and their statement that NORCOM was at fault. The root cause was identified as a bug in the NWS installer application & a port issue with Microsoft.

2FA KIPD: NORCOM will be hosting Kirkland's 2FA server to allow them to remove MDCs from vehicles. Deployment is being finalized.

LinX Replacement Interface: The existing LinX interface has not worked since 10/2014. Northrop Grumman is working with NORCOM staff to determine data mapping.

NW Message Switch replacement: This is a behind the scenes switch that interfaces between NORCOM and participating agencies. It is older than it should be and NORCOM is working on a plan to replace it.

#### C. Online Business Systems (OBS) Close Out Report

Jerry Holcomb provided a summary of the historical needs that brought OBS to NORCOM, the accomplishments that have occurred during the 3 years, and what future considerations may exist for NORCOM. Tom and the board thanked Jerry and the OBS team for their work over the past 3 years and Director Orr presented Jerry with a Director's Coin.

#### D. E911 Financial Stability Discussion

Director Orr shared information about the status of the E911 Financial Stability Discussion.

- There is some disagreement about the name of this initiative with King County referring to it as "PSAP Future Configuration Discussions" and a majority of the PSAPs referring to it as "E-911 Financial Stability Discussions". He advised the Board that they may hear it referred to in multiple ways.
- 2010-2012 GeoComm Study which recommended NORCOM, Issaquah, Redmond, Bothell, Enumclaw join KCSO Communications as a new agency "NEWCOM".
- 2012-2014 – KC E9-11 begins "consolidation" discussions including a process being cut short and notification to PSAPs of a \$2.3 million cut in 2015 funding. The impact to NORCOM would be approximately \$300,000 per year.
- 2014-2015 – NORCOM retains Scott Sodebeer (Soderbeer Management Ventures) who begins setting up meetings with King County Council members. KC E9-1-1 reverses proposed \$2.3 million cut and the King County council passes two budget provisions for a technical & financial audit and regional governance for oversight. The audits call for an "all stop" to technology until there is a Strategic Plan and Regional Governance set up.
- On July 1, 2015, the King County Executive submitted a proposed Oversight Ordinance. A nine PSAP coalition submitted a red-line of the Executive's Ordinance to the Regional Policy Sub-Committee (RPC). On August 31, the King County Executive Team met with PSAPs to attempt compromise. On September 3, the King County Executive submits a revised ordinance with no compromise on key issues. The Nine PSAP Coalition submits a proposed Substitute ordinance to Sound Cities Authority (SCA). SCA and PSAPs agree on minor modifications/adjustments to reach compromise. A hearing occurred on September 9<sup>th</sup>. SCA members moved to continue this discussion to the October RPC Meeting.
- Differences between Executive and SCA proposal?

## Meeting Minutes

### NORCOM Governing Board

Bellevue City Hall – Room 1E-108

September 11, 2015

- Title change. Executive recommends “PSAP Oversight Ordinance” and SCA recommends “King County
- Differences in recommended composition of the steering committee. SCA proposal includes 2 PSAP representatives and 4 elected officials (compromise from Executive recommendation of 3 and Coalition recommendation of 4)
- SCA Proposal for the Project Coordination Team includes King County Staff and 3 PSAP representatives from the Technical Advisory Committee (TAC).

The next steps include discussions between the Executive’s Office, SCA, and council members. There will be an October RPC meeting where the ordinance will be discussed and moved forward to the King County Council (timeline November – January). In 2016 there will be the hiring of a facilitator, a launch process, an initial meeting of the oversight team, and the development of a timeline and work plan.

## 7. New Business

### A. Resolution 99 – Third Amendment of Sotebeer Management Ventures, LLC

- Scott Sotebeer has been instrumental in PSAP discussions with King County including liaison with KC Council members, Sound Cities Association, County Executive Staff. His work prevented a \$2.3 million reduction in PSAP funding. His continued involvement is required until the initial oversight board is operational and an ordinance establishing permanent oversight authority adopted. The NORCOM Board Chair and Executive Director have requested other PSAPs contribute to the work being done by Scott Sotebeer. To date, NORCOM has not received assistance with the cost of this contract.
- The Proposal today increases the existing contract by \$24,700 to a total of \$84,200 (funded from 2015 unrealized salary savings).
- Bob Larson made a motion to approve Resolution 99 Approving a Third Amendment to the Agreement for professional Services between NORCOM and Sotebeer Management Ventures, LLC. Mark Risen seconded the motion.
- Discussion continued. There was discussion about the importance of other PSAPs needing to be on board and supportive of the work Scott is doing by providing funding support. Jim Torpin agreed stating that NORCOM is spending up to \$85,000 and most of Tom’s time. He expressed concern that other agencies aren’t putting that money and time into it.
- A vote was taken on the original motion and the motion was approved.

### B. Process for User Fee Discussion

NORCOM engaged ADCOMM Engineering for a User Fee Study in 2013. There were several recommendations that came from that study. A decision was made to wait on discussion until the smoothing was coming to an end. These discussions are also tied to IT Service Level Agreements. NORCOM plans to schedule either an extended or separate Governing Board meeting to brief board members on study findings and options. NORCOM will need a decision by February so the Finance Manager can use the plan in the budget process. Chief Torpin requested the recommendations and study be resent to board members.

## 8. Staff reports:

**Meeting Minutes**

**NORCOM Governing Board**

Bellevue City Hall – Room 1E-108

September 11, 2015

- 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 had anything further to contribute. No discussion.
- Director Orr advised that there had been Century Link Settlement in the amount of \$2.9 million. The settlement is being opposed by the AG's office that believes it should be higher. The AG's Office has asked for additional information from PSAP Managers related to the impacts of the 911 outage.

**9. Committee Reports**

**A. Joint Operating Board (Mike Johnson)**

No discussion – did not meet

**B. Finance Committee (Michael Olson)**

No discussion. The Finance Committee met on Sept 3<sup>rd</sup> – nothing to add

**C. Strategic Planning Committee**

No discussion.

**10. Executive Session.**

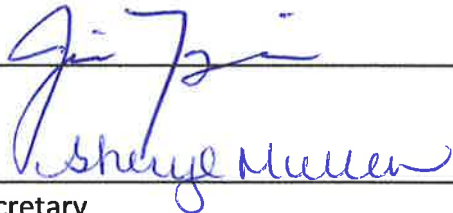
The Governing Board held an executive session pursuant to RCW 42.30.140(4)(b). The session began at 10:24 hours and was expected to last 30mins. It was extended at 10:54 hours for 5 minutes, and ended at 11:01 hours at which time the meeting was also adjourned.

Approved by:

Chair

Attest:

Secretary

Handwritten signatures in blue ink. The top signature is for the Chair, and the bottom signature is for the Secretary.