

Meeting Minutes

NORCOM Governing Board

City of Bellevue, room 1E-108

January 8, 2016

Governing Board Reps Present: Mark Moulton (in for Mark Risen), Jim Roepke, Bill Archer, Jim Torpin, Kurt Triplett, Ed Holmes, Bob Larson, Greg Tryon, Chris Connor, Jay Wiseman and Greg Ahearn.

Also Present: Tommy Smith, Redmond Fire Chief Tommy Smith, King County EMS Supervisor Michele Plorde and Claudia Balducci, King County Councilmember.

1. Call to Order

The NORCOM Governing Board was called to order by Jim Torpin, Governing Board Chair, at 9:05a.m. on January 8, 2016.

2. Roll Call

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

3. Open Communications from the Public

There were no requests for communication from the public.

4. Employee Recognition

Executive Director Tom Orr presented telecommunicator Katy Gilbert with her five-year coin.

5. Introduction of King County Councilmember Claudia Balducci

Councilmember Balducci said public safety has always been a part of her life. Her brother is a firefighter in New York City. Additionally, prior to her political career, Balducci served as director of King County jail. Director Tom Orr noted the new structure recently established by the passing of the King County ordinance. Balducci said she is open to learning more about how she can be of assistance to local public safety agencies.

6. Action Items: Consent Calendar

Torpin made a motion to approve the items on the consent agenda. The items included on the consent calendar were minutes from the November 13, 2015 Governing Board meeting and Accounts Payable Approval Report for December 1 through December 31, 2015 (Accounts Payable Total: \$1,118,384.28).

Kurt Triplett moved to approve the motion. Ed Holmes seconded the motion.

Motion carried.

7. Old Business

A. Fire Project Update

Orr noted the eCBD has been installed and in production, with intermittent issues fixed. Eastside Fire & Rescue modem replacement complete. Zoll records updates are complete in Kirkland and in testing phase with Northshore. On the ESO interface, King County agreed to fund the initial cost, obviating the prior MOU. Michele Plorde noted that ongoing ESO maintenance will be discussed.

B. Police Project Update

Orr said there are still outstanding issues, we are down to one priority 1 issue and six priority 2 issues. We've received two patches, are testing the patches with a scheduled production date of January 20. Regarding LInX, we are waiting to hear from Northup Grumman.

C. E-911 Financial Stability Update

King County's Law Justice Emergency Management committee approved nominees that were up for consideration. Attorney Laura Hitchcock has been appointed to be the project manager. There will be a meeting January 13th, a focus group to discuss plans for the IAG.

D. Snoqualmie Pass Fire & Rescue Letter of Termination

Fire Chief Jay Wiseman said that he is currently working on the idea of merging emergency services with Cle Elum with the plan of receiving dispatch services from KITTCOM. The termination would be in effect December 31, 2016. Orr noted that if Snoqualmie Pass Fire & Rescue decides to stay with NORCOM, they have the option of withdrawing their letter of termination and have until July 31, 2016 to do so.

Greg Tryon moved to approve the motion to accept the letter of termination. Triplett seconded the motion.

Motion carried.

E. User Fee Discussion Update

Gwen Pilo said the Finance Committee met to review methodology used to bill for technology costs. The committee recommended full implementation without smoothing. Pilo clarified that tech costs include payroll, software, maintenance contracts, infrastructure and IT training. Tech costs do not include equipment replacements. There was a discussion about the technology costs, the amount of data available at present time and whether or not factors were weighted.

F. Resolution 107 Fourth Amendment to Sotebeer Contract

Pilo said the Sotebeer contract ended December 31, 2015. There's still money left on the contract, so the amendment simply extends the termination date of the contract.

Ed Holmes moved to approve resolution 107. Bob Larson seconded the motion.

Motion carried.

7. New Business

A. Resolution 108 Authorizing Executive Director to Contract for Banking Services

Pilo said after reviewing the banking service proposals, Washington Federal has been selected as the new banking service provider for NORCOM.

Triplett moved to approve resolution 108. Tommy Smith seconded.

Motion carried.

B. Resolution 109 Amending Employment Agreement Between NORCOM and Thomas Orr

Holmes moved to approve resolution 109. Archer seconded.

Motion carried.

C. Business Process Review

Holmes opened discussion about the level of granularity being provided to the Governing Board. Holmes said that five or six years ago, as NORCOM was just starting, there was a need for deep details but isn't sure that is needed now. Orr said he was open to the idea of bringing in a facilitator to review current business practices. Archer said he had full faith in Orr's ability to address process review without outside assistance. Connor noted that in the past there was less data provided and some things got off track.

8. Staff Reports

There were no questions or further discussion on staff reports.

9. Committee Reports

A. Joint Operating Board

Orr noted the prior Joint Operating meeting was cancelled and said the upcoming January Joint Operations meeting will discuss appointing a new chair.

B. Finance Committee

Michael Olson had a brief report. The committee in December 3rd to discuss the user fee study and technology cost allocation.

C. Strategic Planning Committee

The committee is on hiatus, no discussion.

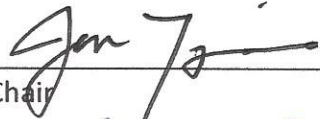
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10. Executive Session

Chair Torpin said that there was no need for an executive session.

The meeting adjourned 10:36 a.m.

Approved by:



Chair

Attest: 

Secretary