



Meeting Minutes
NORCOM Governing Board
City of Bellevue, room 1E-108
March 10, 2017

MEMBERS:

Mark Risen	City of Bellevue
Bob Van Horne	City of Bothell
Bill Archer	Clyde Hill Police
Marilynne Beard	City of Kirkland
Bob Larson	City of Snoqualmie
Chris Connor	Fire District #27
Steve Burns	Medina Police
Ed Holmes	Mercer Island Police
Jim Torpin	Northshore Fire
Matt Cowan	Shoreline Fire
Tim Dahl	Shoreline Fire
Greg Ahearn	Woodinville Fire

ABSENT:

Brad Miyake	City of Bellevue
David Burke	Duvall Fire District #45
Jeff Clark	Eastside Fire & Rescue
Tommy Smith	Redmond Fire
James Knisley	Skykomish Fire District #50
Jay Wiseman	Snoqualmie Pass Fire & Rescue

VISITORS:

Michael Olson	City of Kirkland
Sheryl Mullen	City of Redmond
Nathan McCommon	City of Bellevue
Jared Van Kirk	Garvey Schubert Barer
Michele Plorde	King County EMS
Jay Reich	Pacifica Law Group

NORCOM STAFF:

Thomas Orr	Executive Director
Tracey Croisier	Executive Assistant & PIO
Dee Hathaway	IT Director
Mike Mandella	Deputy Director
J.R. Lieuallen	Finance Manager
Becky McCracken	QA & Public Records
Nathan Way	IT
Zeb Middleton	IT



1. Call to Order

The NORCOM Governing Board was called to order by Marilynne Beard, Governing Board Chair, at 9:02 a.m. on March 10, 2016.

2. Roll Call

Chair Beard 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. Recognition

A. Dee Hathaway

Director Orr spoke to Dee's contributions and noted he has improved NORCOM's credibility. Bill Archer noted that the Clyde Hill IT department has spoken highly of Dee.

Dee noted it was a privilege to work with Director Orr and the nine members of NORCOM's IT team.

B. Nathan Way

Director Orr noted that Nathan has continually been an asset to NORCOM.

5. Action Items

Chair Beard called for a motion to approve the items on the consent agenda: minutes from the February 10, 2017 Governing Board meeting and the February 2017 accounts payable reports.

Matt Cowan made the motion to approve the consent calendar. Bob Larson seconded the motion. Motion carried.

6. Old Business

A. Fire Projects Update

→ TriCON Attended by IT Staff

→ Locution Replacement PCs Being Tested



→ **Shoreline Fire IT Support Proposal**

Dee Hathaway noted Shoreline Fire Department has asked NORCOM to provide IT support. The current proposal is that NORCOM will hire one full time employee and Shoreline Fire Department will then reimburse NORCOM. This proposal will be brought to the Governing Board in April or May.

B. Police Projects Update

→ **New World/Tyler No Issues Outstanding**

Dee Hathaway noted Mike Prill is currently researching 11.4 vs. 11.7 version. Dee noted Spokane is moving to 11.7. New modules: NCIC button installed, field reporting installed, and DSS/Dashboard is in scheduling.

→ **NetMotion Test Servers Upgraded**

Dee Hathaway said Kirkland's 2FA is currently being tested and production will be scheduled.

→ **IT Director Candidates Screened, Job Description Under Review**

The Director said the search for a replacement IT director is ongoing; he noted there are three finalists that have been brought in for panel interviews. The Director also noted that the job description and title are under review to potentially better reflect market equivalent positions.

C. E-911 Financial Stability Discussion

→ **King County Looking to Adjust PSAP Revenue Distribution Formula**

The Director noted the county has said the escrow distribution formula is under review. The Director noted that while there is consensus that the formula needs to be changed, he does believe this topic is best left to the Strategic Planning Group. The Director noted research on alternative distribution formulae is being done by Sheryl Mullen (state 911 meeting), Brian Smith (Maricopa County's formula) and Kathy Baskin (APCO online forum).

Chair Beard, currently serving on the financial task force, said the task force spoke with Kathy Lombardo and explained to Kathy that any change to the formula that would create 'winners' and 'losers' would be disruptive.

The Director reviewed the current distribution formula and noted that it is currently disproportionately weighted towards physical landlines.

The Director reviewed NORCOM's Integrated Communications and Records Management (ICRM) organization chart.



8. Staff Reports

There were no additional comments or questions regarding the staff reports.

9. Committee Reports

There were no committee reports.

There was a general discussion about the role of the Joint Ops board and the need of having the Joint Ops board chair update the Governing Board.

The Director introduced Jared Van Kirk, an attorney with Garvey Schubert Barer.

10. Executive Session

Per RCW 42.30.110(1)(i), Chair Beard requested an executive session to discuss with legal counsel representing the agency matters relating to a personnel issue and an contract update. Jay Reich of Pacifica Law Group and Jared Van Kirk of Garvey Schubert Barer were present for the executive session.

The executive session began at 10:00 a.m. and was expected to last 15 minutes. The executive session was extended for five minutes at 10:15 a.m.

The executive session concluded at 10:20 a.m.

The Governing Board meeting was adjourned at 10:21 a.m.



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Approved by:

Vice
Chair

Attest:

Secretary