



MEMBERS

Nathan McCommon	City of Bellevue
Bruce Kroon	City of Bothell
Bill Archer	City of Clyde Hill
Marilynne Beard	City of Kirkland
Bob Larson	City of Snoqualmie
David Burke	Duvall Fire District #45
Rich Burke	Eastside Fire & Rescue
Ed Holmes	Mercer Island Police
Jim Torpin	Northshore Fire
Tommy Smith	Redmond Fire
Tim Dahl	Shoreline Fire
Greg Ahearn	Woodinville Fire

ABSENT

James Knisley	Skykomish Fire District #50
Chris Connor	Fire District 27
Steve Burns	Medina Police

VISITORS

Deanna Gregory	Pacifica Law
Dan YourKoski	Normandy Park Police
Michael Olson	City of Kirkland
Cherrie Harris	Kirkland Police
John McCracken	Bellevue Police

NORCOM STAFF

Thomas Orr	Executive Director
Roky Louie	Deputy Director of Human Resource & Operations
Josh Baker	Fire Liaison
Amanda Kolling	Acting Police Liaison
J.R. Lieuallen	Finance Manager
Mike Mandella	Deputy Director
Becky McCracken	QA and Public Records
Ron Tiedeman	IT Director
Zeb Middleton	IT
Nathan Way	IT
Nick Curry	Telecommunicator/CTO
Chris Burdick	Telecommunicator /CTO
Chris Perez	Telecommunicator /CTO
Tessa Unick	Telecommunicator
Jennifer Schaible	Telecommunicator
Kelsie Meredith	Telecommunicator



1. Call to Order

The NORCOM Governing Board was called to order by Ed Holmes, Governing Board Chair, at 9:00 a.m.

2. Roll Call – Introduction of Chief Yourkoski

Chair Holmes requested a roll call of present Governing Board members. A quorum was established.

Director Orr introduced Chief Dan Yourkoski with Normandy Park Police and Chief Yourkoski spoke briefly about the upcoming transition of Normandy Park dispatch to NORCOM.

3. Open Communications from the Public

There were no requests for communication from the public.

4. Employee Recognition

- a. Farewell – Deputy Director Mike Mandella
- b. Special Award – Nathan Way
- c. Life Saver Awards (Tessa Unick, Jennifer Schaible, Kelsie Meredith, Samantha Humphrey)
- d. 2017 volunteer firefighter of the year for Fall City Fire Department – Chris Burdick

5. Action Items

A. Consent Calendar

Chair Ed Holmes called for a motion to approve the items on the consent agenda: Minutes from the November 3, 2017 Governing Board meeting and the November 2017 accounts payable (accounts payable total: \$878,573.33).

Nathan McCommon made a motion to approve the consent calendar.

Tommy Smith Seconded the motion.

Motion carried.

6. Old Business

A. Briefing: Fire Projects Update

Ron Tiedeman discussed the current evaluation of EPASS & doing further research to determine which application best suits the needs of the fire departments.

B. Briefing: Police Projects Update

Ron Tiedeman provided an update on the Tyler upgrade in November. There are currently 42 open projects with 5 of those designated as priority 1. He reported that Brazo's E-Parking module project is on track. The Tyler Animal Tracking Module is scheduled for Go Live at Kirkland PD Jan. 1, 2018.

C. Briefing: IT Infrastructure Update

Ron Tiedeman reported that RAADAR for Madison County Illinois is scheduled for install with a customized jail piece. Live streaming for radio broadcast through RAADAR is currently in the testing phase.



- D. **Briefing**: Update on King County E-911 Strategic Planning Process
Director Orr noted that the Leadership Group met on Nov 9 voted unanimously to approve the Strategic Plan. The Interim Advisory Group and the Program Office are currently reviewing E-911 escrow policies and the right percentage allocation for reimbursement when expenses are for items that serve both 911 call taking and dispatch. The next IAG meeting is Wed. Dec. 13th.

7. New Business

- A. **Briefing & Discussion**: NORCOM Management Reorganization re: E-911 Strategic Plan
Director Orr introduced Scott Sotebeer as the new Deputy Director for Strategic Operations and Roky as the Deputy Director of Operations and Human Resources.
- B. **Briefing & Discussion**: Initial Report on possible NORCOM ILA and Governance Efficiencies
Director Orr provided a brief on possible NORCOM efficiencies. The Board discussed possible efficiencies and agree to have further discussion at the January meeting.
- C. **Briefing & Discussion**: Decision Summary re: Police Dispatch Position for Normandy Park
Director Orr and Incident Commander Chris Perez briefed the Board on the Decision Summary process used to assess the ability to add new agencies; and the ICS process used to manage the addition of Normandy Park as a NORCOM agency.
- D. **Briefing & Discussion**: Culture of Accountability Report – Addressing Error
Deputy Director Louie briefed the Board on the Culture of Accountability process NORCOM uses to investigate service failures. He also provided the Culture of Accountability report for a November call where an addressing error led to a delayed response. The report concluded with what steps are being taken moving forward to help mitigate future issues.
- E. **Decision**: Resolution 135: Approval of new NORCOM Agency – City of Normandy Park
Chair Ed Holmes called for a motion to approve resolution 135 regarding Normandy Park Police moving to NORCOM for dispatch beginning Jan. 1, 2018.

Chief Archer made the motion to ratify resolution 135. Nathan McCommon seconded the motion.

Motion carried.

- F. **Decision**: Resolution 136: Adoption of NORCOM Budget
Chair Ed Holmes called for a motion to adopt the proposed 2018 budget.

Marilynne Beard made the motion to ratify resolution 136. Tim Dahl seconded the motion.

Motion carried

- G. **Discussion Following Executive Session**: Executive Director Performance Review
Chair Ed Holmes called for a motion to approve a 2% cost of living pay increase for Director Orr.

Marilynne Beard made the motion to approve and Chief Jim Torpin seconded the motion.

Motion carried.



8. Staff Reports

There were no further questions regarding the staff reports.

9. Committee Reports

There were no comments or questions regarding the committee reports

10. Adjournment

Governing Board meeting adjourned at 11:14 a.m.

Approved by:

Vice Chair

Attest:

Secretary

DRAFT