



MEMBERS

Nathan McCommon	City of Bellevue
Bruce Koon	City of Bothell
Kyle Kolling	City of Clyde Hill
Marilynne Beard	City of Kirkland
Steve Burns	City of Medina
Ed Holmes	City of Mercer Island
Dan Yourkoski	City of Normandy Park
Mark Correira	City of Snoqualmie
Greg Bawden	Duvall Fire District #45
Jeff Clark	Eastside Fire & Rescue
Chris Connor	Fire District #27
Jim Torpin	Northshore Fire
Drew DeFazio	Redmond Fire
Greg Ahearn (Chair)	Woodinville Fire

ABSENT

Tim Dahl	Shoreline Fire
James Knisley	Skykomish Fire District #50

VISITORS

Deanna Gregory	Pacifica Law
Michael Olson	City of Kirkland
Nicole Jackson	Motorola Solutions

NORCOM STAFF

Thomas Orr	Executive Director
Scott Sotebeer	Deputy Director, Strategic Initiatives
J. R. Lieuallen	Finance Director
Bill Hamilton	Police Liaison
Chris Perez	Fire Liaison
Kirsty Jones	Quality Assurance & Public Records Specialist



1. Call to Order

Greg Ahearn, Governing Board Chair, called the NORCOM Governing Board to order at 9:00 AM.

2. Roll Call

Chair Ahearn requested a roll call of present Governing Board members. Kirsty Jones, Clerk to the Board, reported there was a quorum.

3. Open Communications from the Public

There were no requests for communication from the public.

4. NORCOM Recognition

There were no employees present for recognition.

5. Consent Agenda

A. August 2018 Meeting Minutes

B. Microsoft Premier Services Support Renewal

C. Resolution 146 – Bellevue Equipment Room (MEC02) Lease Agreement

There were no questions or discussion regarding any of the consent agenda items.

Ed Holmes made a motion to approve the consent agenda. Steve Burns seconded the motion.

Motion carried.

5. For Board Decision

A. Resolution 145: CAD X Software Integration Project

Director Orr briefed the board on the status of the Software Integration project.

Steven Burns moved to approve Resolution 145. Ed Holmes seconded the motion.

Motion carried.

B. Motion 151 (formerly Resolution 151): RAADAR Data Sharing Agreement with Issaquah Police Department

Director Orr advised that per legal counsel, a Motion to approve would be sufficient because the Board previously approved the form Agreement by Resolution.

Jeff Clark moved to approve Motion 151. Jim Torpin seconded the motion.

Motion carried.

6. For Briefing to the Board



A. King County Proposed PSAP Contract & Proposed E-911 Funding Reductions

Scott Sotebeer and Director Orr briefed the Board on current contract discussions and possible E-911 funding reductions.

7. Staff Updates

A. RapidSOS Grant for Precise GPS Location Services

Director Orr briefed the Board that RapidSOS awarded a \$14,000 grant to NORCOM to install RapidSOS.

8. Committee Reports

A. Director Orr – Director Orr briefed the Board on the ComTech ESI Net II cutover for Redmond. The cutover disabled NORCOM's ability to transfer 911 calls to its satellite center at Redmond. Staff is working with the State 911 Office and ComTech to resolve the issue.

B. JR Lieuallen/Finance Committee – JR Lieuallen briefed the Board that he send budget approval packages to all NORCOM agencies. Jim Torpin requested an estimate of savings to each department as a result of NORCOM taking on new agencies; Lieuallen will send this data to the Board.

9. Upcoming Agenda Items

A. Strategic Workshop with Governing Board – Steve Kent of The Results Group, Ltd.
The Board Chair approved the workshop for November 9.

B. Update on NORCOM efforts to implement recommendations from Board Governmental Efficiencies Workshop

Director Orr reported on changes implemented at the request of the Board. They include use of the new AgendaQuick software for producing the meeting agenda/packet and a training for NORCOM staff done by Marilynne Beard. Director Orr requested feedback from the Board as changes continue to be made.

Board meetings will continue as scheduled through December 2018. At that time, the Board will discuss meeting dates/frequency for 2019. Director Orr is working with legal counsel to determine what changes can be made to the meeting schedule without violating the Board charter.

With regards to NORCOM providing hard copies of the meeting packet, Marilynne Beard advised that the electronic version is sufficient. Ed Holmes agreed and added that the agenda format and timing have improved, making paper copies redundant. At the request of Chair Ahearn, the Board consented to NORCOM providing only electronic versions of the meeting packet for future meetings.



NORCOM is researching acquiring tablets and related software (iAnnotate) for Board members to use to view the meeting packet during the meeting.

C. NORCOM Facilities Study Update

Director Orr advised only one potential site in Issaquah has been identified. The study initially called for NORCOM to identify three sites for consideration. Director Orr reminded Board members to contact NORCOM as soon as possible if they had a potential site available. Marilynne Beard asked about the basic requirements NORCOM is looking for (square footage, parking, etc.). Director Orr will send the draft study to the Board as this includes the requested requirements.

Director Orr will provide the Board with another update at the November 9 meeting.

10. Executive Session¹

The Board began an executive session at 09:55 am and finished at 10:36 am. The Board did not take action and adjourned the meeting.

¹ The Governing Board may hold an Executive Session pursuant to one or more of the following:

- RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency;
- RCW 42.30.110(1)(g) to review the performance of an employee; and
- RCW 42.30.110(1)(f) to receive and evaluate complaints brought against an employee.

The Governing Board meeting was adjourned at 10:36 a.m.

Approved by:

Chair

Attest:

Secretary