MEMBERS
Nathan McCommon City of Bellevue
Bruce Kroon City of Bothell
Marilynne Beard City of Kirkland
Daniel Yourkoski City of Normandy Park
Bob Larson City of Snoqualmie
Jeff Clark Eastside Fire & Rescue
Chris Connor Fire District #27
Jeff Magnan Mercer Island Police
Jim Torpin Northshore Fire
Tommy Smith Redmond Fire
Greg Ahearn Woodinville Fire

ABSENT
Bill Archer City of Clyde Hill
Steve Burns City of Medina
David Burke Duvall Fire District #45
Matt Cowan Shoreline Fire Department
James Knisley Skykomish Fire District #50

VISITORS
Michael Olson City of Kirkland
Jared Van Kirk Garvey Schubert Barer

NORCOM STAFF
Thomas Orr Executive Director
Josh Baker Fire Liaison
Chris Burdick Telecommunicator
J.R. Lieuallen Finance Manager
Becky McCracken QA and Public Records
Scott Sotebeer Deputy Director
Ron Tiedeman IT Director
1. **Call to Order**  
The NORCOM Governing Board was called to order by Greg Ahearn, Governing Board Vice Chair, at 9:00 a.m.

2. **Roll Call**  
Vice Chair Ahearn requested a roll call of present Governing Board members. A quorum was established.

3. **Open Communications from the Public – Introduction of Steve Kent**  
There were no requests for communication from the public.

4. **Employee Recognition – Chris Burdick Five-Year Coin**

5. **Action Items**

   A. **Consent Calendar**  
   Vice Chair Ahearn called for a motion to approve the items on the consent agenda: Minutes from the December 8, 2017 Governing Board meeting and the December 2017 accounts payable (accounts payable total: $995,567.44).

   Tommy Smith made a motion to approve the consent calendar.

   Nathan McCommon seconded the motion.

   Motion carried.

6. **Old Business**
   A. **Fire Projects Update**
   
   Continuing ePass Evaluation

   GIS Position Interviews in Final Stages

   B. **Police Projects Update**
   
   Normandy Park Live with No Issues

   Tyler Upgrade: 45 Open Projects, 5 Priority

   Tyler Brazos eParking: Project Underway

   LiNX NW: Assisting Bothell PD and Normandy Park PD
Kirkland Animal Tracking: Up and Running

C. NORCOM Infrastructure Update

IT Director Ron Tiedeman discussed the upcoming meeting with City of Bellevue regarding moving of lines.

Ron Tiedeman noted that the Bothell outage was handled by routing calls and utilizing RAADAR.

Ron Tiedeman spoke to the disaster recovery plan, which would enable all systems to work outside of NORCOM but also have a fail over plan as well.

Ron Tiedeman noted the ongoing patent to cover the newest changes.

D. Update on King County E-911 Strategic Planning Process
Deputy Director Scott Sotebeer noted there will be a vote this month; he also noted that the Council will approve the proposed strategic plan.

7. New Business
A. Resolution 137: Approval of NORCOM Supervisors Labor Agreement
Deputy Director Roky Louie reviewed the changes in the labor agreement. Finance Manager J.R. Lieuallen reviewed the impact to the budget. Executive Director Orr noted NORCOM seeks to pay at or near the top of the market.

Vice Chair Ahearn called for a motion to approve resolution 137.

Marilynne Beard made the motion to approve resolution 137. Jim Torpin seconded the motion.

Motion carried.

B. Resolution 138: Approval of Revised SOP 02-024 Implementing Initiative 1433
Jared Van Kirk reviewed the changes in Washington state sick leave law as part of initiative 1433 and the changes that need to be made to current polices to be compliant.

Vice Chair Ahearn called for a motion to approve resolution 138.

Jim Torpin made the motion to approve resolution 138.

Marilynne Beard seconded the motion. Motion carried.
C. Resolution 139: Honorary NORCOM Days for 30-Year Employees
Resolution 139 calls for April 15th to be “Dave Stuby Day” and May 1st to be “Deanna Carkeek Day” as a way to honor and celebrate thirty years of service to public safety.

Vice Chair Ahearn called for a motion to approve resolution 138.

Marilynne Beard made the motion to approve resolution 138.

Nathan McCommon seconded the motion. Motion carried.

D. NORCOM ILA and Governing Efficiencies
Vice Chair Ahearn recommended tabling this discussion until the February Governing Board meeting.

Deputy Director Scott Sotebeer spoke to coordinating student research project with the University of Washington.

Executive Director Orr noted Deanna Gregory is also reviewing efficiencies.

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.
Meeting Minutes
NORCOM Governing Board
Kirkland Police Totem Lake Room
January 5, 2017

Approved by:

[Signature]
Chair

Attest: [Signature]
Secretary