



MEMBERS

Nathan McCommon	City of Bellevue (Chair)
Bruce Kroon	City of Bothell
Kyle Kolling	City of Clyde Hill
Kurt Triplett	City of Kirkland
Steve Burns	City of Medina
Jeff Magnan	City of Mercer Island
Dan Yourkoski	City of Normandy Park (Vice Chair)
Rick Rudometkin	City of Snoqualmie
David Burke	Duvall Fire District #45
Eric Magnuson	Northshore Fire Department
Matt Cowan	Shoreline Fire Department
Greg Ahearn	Woodinville Fire

ABSENT

Chris Connor	Fire District 27
James Knisley	Skykomish Fire District #50
Jeff Clark	Eastside Fire & Rescue
Tommy Smith	Redmond Fire
Jay Wiseman	Snoqualmie Pass Fire

VISITORS

Michael Olson	City of Kirkland
Deanna Gregory	Pacifica Law Group
Deb Flewelling	King County
Ben Breier	King County
Brett Shavers	Citizen

NORCOM STAFF

Bill Hamilton	Executive Director
Scott Sotebeer	Deputy Director, Strategic Initiatives
Roky Louie	Deputy Director, Operations
Judy Cayton	Human Resources Manager
Janet Bartlett	Financial Consultant
Brionna Jordan	Public Records Specialist
Maggie Johanson	Administrative Assistant



- **Call to Order**
Nathan McCommon, Governing Board Chair, called the NORCOM Governing Board to order at 9:00 a.m.
- **Roll Call**
Chair McCommon requested a roll call of present Governing Board members. Maggie Johanson, NORCOM Administrative Assistant, reported there was a quorum.
- **Open Communications from the Public**
There was one request for open communication from Brett Shavers to discuss NORCOM's culture. Brett Shavers provided a one page document.
- **NORCOM Recognition**
No items for recognition.
- **Consent Agenda**
 - **Governing Board Minutes for December 2, 13, 17 and 19, 2019 Meetings.**
 - **December 2019 Accounts Payable Report.**
 - **2020 Governing Board Meeting Schedule.**

There was no discussion on any consent agenda items.

City of Kirkland City Manager Kurt Triplett made a motion to approve the Consent Agenda. City of Snoqualmie City Administrator Rick Rudometkin seconded the motion.

Motion carried.
- **For Board Decision**
There were no items for board decision to the board.
- **For Briefing to the Board**
There were no items for briefing to the board.
- **Staff Updates**
NORCOM Police Liaison Bill Hamilton was appointed as Interim Executive Director. NORCOM Supervisor Jeremy Henshaw has now taken on the position of Interim Police Liaison. NORCOM Telecommunicator Billy Marshaleck is appointed as Acting Operations Supervisor.

A. Update on the State of NORCOM

NORCOM Executive Director Bill Hamilton discussed that the Operations core function is solid, quality of people who work at NORCOM is high, and that the morale is improved. Bill's action plan is to stabilize NORCOM by meeting with each department, reducing silo's, and taking on no additional ILA's until NORCOM can deliver service to our core customers. A meeting with consultant Marilyn Beard is scheduled to discuss budgeting support. Director



Hamilton also discussed a security audit being performed and regional outreach to all partners to build a better relationship.

Chair McCommon commented his appreciation for Bill's work, openness and availability.

NORCOM Human Resources Manager Judy Cayton discussed the job postings, the number of applicants (5 external and 2 internal IT applicants), as well as the strength of candidates, and she will be reaching out to the Board for participation in panel interviews.

NORCOM Finance Consultant Janet Bartlett provided updates on the ADP roll out and savings of \$46,000 annually. She also mentioned moving to Concur which will provide better accountability.

- **Committee Reports**

There were no committee reports.

- **Executive Session¹**

The Board went into Executive Session at 9:33 a.m. with a total time of twenty minutes, and finishing at 9:53 a.m. Following the Executive Session the meeting was adjourned. No action was taken.

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.*

- **Adjournment**

The meeting was adjourned at 9:53 a.m.

Next Governing Board meeting is scheduled for February 14, 2020.

Approved by:

Chair

Attest:

Secretary

