



MEMBERS

Nathan McCommon	City of Bellevue (Chair)
Bruce Kroon	City of Bothell
Kyle Kolling	City of Clyde Hill
Tracey Dunlap	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
Jeff Clark	Eastside Fire & Rescue
Eric Magnuson	Northshore Fire Department
Tommy Smith	Redmond Fire Department
Greg Ahearn	Woodinville Fire

ABSENT

Matt Cowan	Shoreline Fire Department
Chris Connor	Fire District 27
David Burke	Duvall Fire District #45
James Knisley	Skykomish Fire District #50
Jay Wiseman	Snoqualmie Pass Fire

VISITORS

Michael Olson	City of Kirkland
Deanna Gregory	Pacifica Law Group
Ben Breier	King County
Kimberly Nuber	PSERN Project
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 Governing Board meeting 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 the Public Records Act. Brett Shavers provided a one page document.
- **NORCOM Recognition**
There were no items for recognition.
- **Consent Agenda**
 - **Governing Board Minutes for January 10, 2020 Meeting.**
 - **January 2020 Accounts Payable Report.**

There was no discussion on any consent agenda items.

City of Mercer Island Police Services Commander Magnan made a motion to approve the Consent Agenda. City of Medina Police Chief Burns seconded the motion.

Motion carried.
- **For Board Decision**
 - **Public Safety Answering Point Agreement with King County 911 Program Office/Resolution 178**
The contract between King County E-911 expired in 2015. NORCOM has been in negotiations since 2017. In collaboration with KCE-911 program office and our attorney, we quickly came to a mutually beneficial agreement aligned with our PSAP partners. City of Mercer Island Police Services Commander Magnan made a motion to approve Resolution 178. City of Medina Police Chief Burns seconded the motion.

Motion carried.
 - **Public Safety Emergency Radio Network (PSERN) End User Service Level Agreement/Resolution 179**
There is a new provision mirror policy in which NORCOM must meet NENA's call receiving standards. Currently, NORCOM is at 96%, surpassing this standard. Questions from the board regarding NORCOM's business standards, risks, and budget. No concerns were found.

City of Snoqualmie City Administrator Rudometkin made a motion to approve Resolution 179. Redmond Fire Chief Smith seconded the motion.



Meeting Minutes
NORCOM Governing Board
Kirkland Police Totem Lake Room
February 14, 2020

- **Adjournment**

The meeting was adjourned at 10:48 a.m.

Next Governing Board meeting is scheduled for March 13, 2020.

Approved by:



Chair

Attest:



Secretary



Motion carried.

- **Executive Director Selection Process**
NORCOM will manage this process in-house. Discussions from the Board regarding the Executive Director Selection process and criteria, ad placement, and the due date for other suggestions. A subcommittee will be created for the interview panel consisting of 3 members from fire, police, and management. It was advised not to rush the process.
- **Current status of NORCOM 911 Federal Initiatives**
There is a grant of \$300,000 over 5 years to expand RAADAR that has been completed. Decision needs to be made to stop or continue and find a partner. NORCOM will continue with completion of the current grant, meeting the 2/28/2020 deadline.

City of Mercer Island Police Services Commander Magnan made a motion to approve. Eastside Fire and Rescue Chief Clark seconded the motion. There was one opposed.

Motion carried.

The motion was then amended by City of Mercer Island Police Service Commander Magnan with the expectation that NORCOM would continue to look for a partner in the grant process.

City of Kirkland City Manager Dunlap made a motion to approve. Eastside Fire and Rescue Chief Clark seconded the motion. There was one opposed.

Motion carried.

- **For Briefing to the Board**
There were no items for briefing to the board.
- **Staff Updates**
Human Resources Manager Judy Cayton reported that NORCOM is fully staffed with telecommunicators, with one candidate on the wait list. There are four potential Finance Manager Candidates, and NORCOM is continuing to search for an IT Director.
- **Committee Reports**
There were no committee reports.
- **Executive Session¹**
The Board went into Executive Session at 10:43 a.m. with a total time requested of five minutes, and finishing at 10:48 a.m. Following the Executive Session, the Board returned to open Governing Board session at 10:48 a.m. The meeting was then 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.