



MEMBERS

Nathan McCommon	City of Bellevue
Kyle Kolling	City of Clyde Hill
Dan Yourkoski	City of Normandy Park (Chair)
Tracey Dunlap	City of Kirkland
Steve Burns	City of Medina
Ed Holmes	City of Mercer Island
Rick Rudometkin	City of Snoqualmie
Ryan Dhoore	Duvall Fire District #45
Jeff Clark	Eastside Fire & Rescue
Chris Connor	Fire District 27
Greg Ahearn	Northshore Fire Department
Todd Short	Redmond Fire Department
Matt Cowan	Shoreline Fire Department
Jay Wiseman	Snoqualmie Pass Fire
Greg Ahearn	Woodinville Fire & Rescue
Michael Olson	City of Kirkland (Board Treasurer)

ABSENT

Butch Noble	City of Bothell
Tommy Smith	Redmond Fire Department

VISITORS

Deanna Gregory	Pacifica Law Group
Deb Flewelling	KC E911
David Mendel	PSERN

NORCOM STAFF

Bill Hamilton	Executive Director
Roky Louie	Deputy Director, Operations
Judy Cayton	Human Resources Manager
Marianne Ryerson	Finance Director
Nathan Way	IT Application & Security Architect
Brittney Rhodes	Public Records Specialist
Maggie Johanson	Administrative Assistant
Khai Tran	IT Technical Staff



- **Call to Order**

Dan Yourkoski, Governing Board Chair, called the Governing Board meeting to order at 9:01 a.m, this meeting was publicly posted and held via video conference due to the COVID pandemic restrictions.

- **Roll Call**

Chair Yourkoski, 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 were no requests for open communication from the public by email or phone.

- **NORCOM Recognition**

- **20 years of 911 Service – Khai Tran NORCOM Information Technology Help Desk**

Executive Director, Bill Hamilton congratulated and thanked Khai Tran for his 20 years of service in the industry. Khai has been with NORCOM since the beginning, and before that was with the City of Bellevue and is a true asset to NORCOM.

- **Consent Agenda**

- **Governing Board Minutes for May 8, 2020 Meeting**

- **May 2020 Accounts Payable Report**

There was no discussion on any consent agenda items.

Deputy City Manager Nathan McCommon made a motion to approve the Consent Agenda. Chief Burns seconded the motion.

Motion carried.

- **For Board Briefing**

- **E911 IT Reduction Staffing Impacts Update**

Executive Director, Bill Hamilton reported on the impacts to NORCOM. It was reported that there would be a reduction of revenue sharing of \$220,000 in 2021, \$80,000 of the total will be deferred to 2023. Executive Director Hamilton reported that any reduction in E911 funding will impact NORCOM's overall budget and may result in staffing impacts. NORCOM Staff has conducted a thorough review and analysis and recommends that the Board continue to monitor this situation and receive updates from NORCOM staff. NORCOM is currently engaged in problem-solving discussions with the E-911 Program Office and RAGB. Deputy City Manager, Nathan McCommon asked if the current Covid concerns have compacted this



issue. Executive Director Hamilton reported that it has not had any additional impact.

○ **NORCOM Civil Disturbance Response**

Executive Director Bill Hamilton discussed NORCOM's action during the Civil Disturbance. On Sunday, May 31, 2020, the downtown area of Bellevue was the location of both peaceful and non-peaceful protests in response to the death of George Floyd in Minneapolis while in police custody. The downtown business core was targeted for non-peaceful activities to include acts of vandalism and civil unrest, which were highly impactful to NORCOM operations. The NORCOM team developed an Operations Plan and implemented an Incident Command Structure. The center overstaffed with all stations filled, each Liaison assigned a task, and dispatchers taking an average of 349 calls per hour compared to their usual average of 64 per hour. The plan was well executed. Deputy City Manager Nathan McCommon commented on his appreciation of how the situation was handled.

○ **Rent to King County Radio**

King County has notified NORCOM that we will be charged market-based rates for hosting our antenna/equipment at their radio sites. NORCOM is currently in negotiations with King County.

○ **Agency user fees**

During a recent audit of agency user fees, it has come to our attention that the fees may have been coded incorrectly, this will result in a redistribution of rates to agencies. Further investigation is currently underway, and an update will be provided once a determination is made regarding the fees.

○ **Staffing Updates**

Human Resource Manager, Judy Cayton reported that an offer has made to Katy Myers for the IT Director position, her start date is June 29, 2020. Katy has been very involved with many leadership positions over the years, and NORCOM is very excited to have her as part of the team.

○ **For Board Decision**

○ **Adoption of the 2021 Budget Policy Statement – Resolution 182**

Finance Manager, Marianne Ryerson went over the 2021 Budget Policy Statement, Resolution 182, Finance Manager, Ryerson discussed the policy to follow NORCOM's fiscal plan and that the Board must approve any use of reserves.

Police Chief Ed Holmes motioned to approve resolution 182, City Administrator Rick Rudometkin seconded.

Motion carried.

○ **Selection and Appointment of Governing Board Vice-Chair**

The Board must elect a new Vice-Chair by a simple majority vote each year. Motion made at the May 8, 2020 meeting to select Redmond Fire Department Fire Chief Tommy



Smith as the Vice-Chair; however, Chief Smith is unable to fulfill the position at this time; therefore, a new nomination must be made. Fire Chief Jeff Clark nominated himself for the Vice-Chair position, Police Chief Ed Holmes seconded the motion.

Motion carried

- o **Committee Reports**
There were no committee reports.
- o **Upcoming Agenda Items**
There were no upcoming agenda items mentioned.
- o **Executive Session**
No executive session held.

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;*


Chief Dan Yourkoski, Governing Board Chair, motioned to adjourn the meeting, Chief Ed Holmes seconded the motion.

Motion carried.

- o **Adjournment**
The meeting adjourned at 9:31 a.m.

Next Governing Board meeting scheduled for July 10, 2020.

Approved by:



Chair

Attest:



Secretary