



MEMBERS

Nathan McCommon	City of Bellevue
Bruce Kroon	City of Bothell
Kyle Kolling	City of Clyde Hill
Tracey Dunlap	City of Kirkland
Steve Burns	City of Medina
Ed Holmes	City of Mercer Island
Dan Yourkoski	City of Normandy Park (Chair)
Rick Rudometkin	City of Snoqualmie
Greg Bawden	Duvall Fire District #45
Jeff Clark	Eastside Fire & Rescue (Vice-Chair)
Greg Ahearn	Northshore Fire Department
Matt Cowan	Shoreline Fire Department
Greg Ahearn	Woodinville Fire & Rescue
Michael Olson	City of Kirkland (Board Treasurer)

ABSENT

Chris Connor	Fire District 27
Todd Short	Redmond Fire Department
Jay Wiseman	Snoqualmie Pass Fire
James Knisley	Skykomish Fire District #50

VISITORS

David Mendel	PSERN
Brett Shavers	Community Member

NORCOM STAFF

Bill Hamilton	Executive Director
Roky Louie	Deputy Director, Operations
Katy Myers	Deputy Director, Administrative Services
Judy Cayton	Human Resources Manager
Marianne Ryerson	Finance Director
Nathan Way	IT Application & Security Architect
Deanna Gregory	Pacifica Law Group
Brittney Rhodes	Public Records Specialist
Maggie Johanson	Administrative Assistant



o **Call to Order**

Chief Dan Yourkoski, Governing Board Chair, called the Governing Board meeting to order at 9:00 a.m. The meeting was posted publicly and held via video conference due to the COVID pandemic restrictions.

o **Roll Call**

Chief Yourkoski requested a roll call of present Governing Board members. Maggie Johanson, NORCOM Administrative Assistant, reported there was a quorum.

o **Open Communications from the Public**

There were no requests for open communication from the public by email or phone.

o **Recognition**

Director Hamilton commended Chief Cowan and everyone involved for the completion and opening of Fire Station 63.

o **Consent Agenda**

- **Governing Board Minutes for September 11, 2020 Meeting**
- **Monthly Budget to Actuals Summary and Accounts Payable Report September 2020**

There was no discussion on any consent agenda items.

Deputy City Manager McCommon made a motion to approve the Consent Agenda. City Administrator Rudometkin seconded the motion.

Motion carried.

o **For Board Decision**

- **Resolution 185 – Approval of the 2021 Agency User Fee rates for NORCOM Services**

Finance Manager Ryerson presented the updated 2021 Agency User Fee Rates. This update reflects a decrease in user rates from those presented in August. The changes are due to the backup center and personnel changes.

Chief Holmes motioned to approve Resolution 185, City Administrator Rudometkin seconded the motion.

Motion carried.



o **For Board Briefing**

• **Fire Alpha Numeric Paging Project- Status Update**

Director Hamilton reported that in August, NORCOM was contacted by Snohomish Emergency Radio System (SERS) regarding our financial readiness to participate in this project. NORCOM Finance has researched this matter and found that contrary to Resolution 170 being approved on July 12, 2019 no funding was established for this project. The current approximate amount due for this project is \$700,000. NORCOM has informed the SERS Director that no funding exists for this project. It is estimated that NORCOM will be removed from the system in 2022.

On September 14, 2020, NORCOM staff attended the Zone 1 Fire Chief's meeting to inform them of this matter. The Chief's expressed their concern as paging remains an integral part of Fire Operations. NORCOM IT and Fire Technology Sub-Committee discussions have begun for an alternative solution and will provide updates with their findings.

Several options suggested as alternate solutions:

- Exploring the use of new technology such as cellular and/or commercial paging
- Exploring the feasibility and effectiveness of joining another paging network such as Valley Com
- Funding the upgrade through alternate means
- Exploring the feasibility of establishing a relationship directly with the vendor utilized by SERS
- Other alternatives established by the Zone 1 Fire Technology sub-committee

Chief Cowan asked what the window of time is that we have to join. Director Hamilton stated approximately 90 days. If necessary, an additional meeting will be scheduled to discuss this matter further.

• **NORCOM alternate back up center lease update**

Director Hamilton reported that we had reached a tentative agreement with the City of Redmond for the larger space for NORCOM's back up center. The negotiation includes the lease amount being reduced from \$50,000 to \$37,000, a 10 year lease with an 18 month outlease, including administrative fees, free parking for employees, access to kitchen and interior facilities and use of the space for training. The lease is currently undergoing a legal review in draft form. If the Board approves, it will then go to Redmond City Council for their approval. Director Hamilton requested permission to allow Chair Chief Yourkoski to approve the final lease agreement not to exceed \$37,000 per year.



City Administrator McCommon asked for the approximate time frame for build out of the potential new facility, Deputy Director Myers reported 4-6 months for the entire build out once there is approval to go ahead.

Chief Kolling motioned to allow Chief Yourkoski to approval the final lease agreement with the City of Redmond for the larger backup center, not to exceed \$37,000 per year, Chief Holmes seconded the motion.

Motion carried.

o **Department Reports**

- Deputy Director Myers and her team provided an information technology updates newsletter.

o **Staff Updates**

There were no staff updates.

o **Executive Session**

There was 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;

o **Adjournment**

Deputy City Manager McCommon motioned to adjourn the meeting, Chief Holmes seconded the motion.

Motion carried.

Meeting adjourned at 9:21 a.m.

Next Governing Board meeting scheduled for November 13, 2020.



Approved by:

Daniel W. Jankovich

Chair

Attest:

Maggie Johnson

Secretary

