



MEMBERS

Nathan McCommon	City of Bellevue (Chair)
Bruce Kroon	City of Bothell
Tracey Dunlap	City of Kirkland
Steve Burns	City of Medina
Dan Yourkoski	City of Normandy Park (Vice Chair)
Ryan Dhoore	Duvall Fire District #45
Jeff Clark	Eastside Fire & Rescue
Eric Magnuson	Northshore Fire Department
Drew DeFazio	Redmond Fire
Eric Wallgren	Woodinville Fire

ABSENT

Lyman Howard	City of Clyde Hill
Ed Holmes	City of Mercer Island
Chris Connor	Fire District 27
Matt Cowan	Shoreline Fire Department
Jay Wiseman	Snoqualmie Pass Fire
James Knisley	Skykomish Fire District #50

VISITORS

Michael Olson	City of Kirkland
Deanna Gregory	Pacifica Law Group
Rich Black	Foster Garvey
Deb Flewelling	KCE-911
David Mendel	KCE-911, IT

NORCOM STAFF

Thomas Orr	Executive Director
Scott Sotebeer	Deputy Director, Strategic Initiatives
Roky Louie	Deputy Director, Operations
J. R. Lieuallen	Finance Manager
Brionna Jordan	Public Records Specialist
Chris Perez	NORCOM Fire Liaison
Jami Hoppen	NORCOM Public Information Officer



- **Call to Order**
Nathan McCommon, Governing Board Chair, called the NORCOM Governing Board to order at 9:01 a.m.
- **Roll Call**
Chair McCommon requested a roll call of present Governing Board members. Brionna Jordan, Public Records Specialist, reported there was a quorum.
- **Open Communications from the Public**
There were no requests for communication from the public.
- **NORCOM Recognition**
There were no items for NORCOM Recognition.
- **Consent Agenda**
 - **October 2019 Governing Board Minutes**
 - **October 2019 Accounts Payable Report**
 - **October 2019 Financial Summary**

There was no discussion on any consent agenda items.

Eastside Fire & Rescue Fire Chief Jeff Clark made a motion to approve the Consent Agenda. City of Medina Police Chief Steve Burns seconded the motion.

Motion carried.

- **For Board Decision**
There were no items for Board decision.
- **For Briefing to the Board**
 - A. **Governing Board Discussion on Intellectual Property**
NORCOM Director Thomas Orr discussed the history of Patent Policy and the need to have a strategy moving forward.

Attorneys Rich Black (Foster Garvey) and Deanna Gregory (Pacifica Law Group) discussed the Intellectual Property Policy, answered questions from the Board, explained the initial process of obtaining a patent, and discussed who is included in the policy.
 - B. **Initial Briefing and Study Session on ZEN Task Force Work**
NORCOM Director Thomas Orr discussed the 2020 budget, as well as factors impacting revenue and costs. He discussed the need for NORCOM to plan for possible loss of revenue and increased costs.

NORCOM Fire Liaison Chris Perez discussed the Zone 3/North End Analysis Task Force, presenting the option to mitigate costs by adding new agencies, Renton Regional Fire Authority and Puget Sound Regional Fire Authority. He discussed APCO Retains, Erlang C, and measuring Renton and Puget Sound call volume to assess the impact that it would have on telecommunicator workload and staffing levels.



- **Staff Updates**

- A. University of Washington Next Generation 911 Summit**

NORCOM Deputy Director of Strategic Initiatives Scott Sotobeer discussed the need to establish NORCOM, and search for solutions like RAADAR. He discussed the invitation from the University of Washington to the Next Generation 911 Summit.

NORCOM Director Thomas Orr also discussed the Next Generation 911 Summit, as well as building up NORCOM's reputation, and RAADAR groundwork which will help with revenue.

- B. Washington State 911 Efficiency Study**

Deb Flewelling, Government Liaison for the King County 911 Program office discussed the 911 efficiency study.

- **Committee Reports**

There were no committee reports.

- **Upcoming Agenda Items**

- A. 2020 Budget Approval-December**

- B. State 911 Office Briefing to Board-December**

- C. One CAD Analysis and Recommendation-1st Quarter 2020**

- **Executive Session¹**

The Board went into Executive Session at 10:34 a.m. with total additional time of an hour requested, and finishing at 11:38 a.m. Following the Executive Session, the Board returned to open session at 11:38 a.m. 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 11:38 a.m.

The Governing Board meeting was adjourned at 11:38 a.m.

Approved by:



Chair

Attest:



Secretary