



**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
David Burke	Duvall Fire District #45
Jeff Clark	Eastside Fire & Rescue (Vice-Chair)
Greg Ahearn	Northshore Fire Department
Tom Langton	Redmond Fire Department
Matt Cowan	Shoreline Fire Department
Greg Ahearn	Woodinville Fire & Rescue

**ABSENT**

Chris Connor	Fire District 27
Jay Wiseman	Snoqualmie Pass Fire
James Knisley	Skykomish Fire District #50
Michael Olson	City of Kirkland (Board Treasurer)

**VISITORS**

David Mendel	PSERN
Deb Flewelling	KC E911
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 Manager
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. Brittney Rhodes, NORCOM Public Records Specialist, 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 **Consent Agenda**

- **Governing Board Minutes for November 13, 2020 Meeting**
- **Monthly Budget to Actuals Summary and Accounts Payable Report November 2020**
- **Backup Center Update**

Executive Director Hamilton provided an update on the Redmond backup center lease, reporting that on December 3, 2020, a ten-year lease of \$36,993 per year was negotiated and is effective January 1, 2021.

- **Information Technology Updates**

There was no discussion on any consent agenda items.

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

Motion carried.

o **For Board Decision**

- **Joint Ops Meeting Decision**

On July 10, 2020, the Board voted to temporarily suspend the Joint Ops Board meetings and to further discuss the topic at the December 11, 2020 meeting. Executive Director Hamilton brought the topic back to the table for further discussion. Chief Holmes asked if the Joint Ops Board was amended in the ILA, would it require individual city council approval? Deanna Gregory advised will check with the city attorneys. The options provided to the Board are as follows, direct NORCOM to



immediately begin Joint Operations Board Meetings, continue to postpone Joint Operations Meetings, or eliminate the Joint Operations Board function. Due to the potential need for the Joint Ops Boards input in changing from two CAD systems to one CAD system, we will continue to suspend the Joint Ops Board until further notice. It was suggested to review any other ILA items that need updating to update all at the same time.

Deputy City Manager McCommon motioned to temporarily suspend the Joint Operations Board, and Chief Homes seconded the motion.

Motion passed.

- **Resolution 187 – Amending the 2020 Budget**

In August 2020, NORCOM management presented a reconciliation of the 2019 operating fund activities and its projections of 2020 Operating Fund ending fund balance, resulting in a projected negative ending fund balance of (\$536,742).

In November 2020, staff performed a reconciliation of all 2020 expenses and projections for the last month of 2020. It was identified that the Operating fund is still projected to end with a negative fund balance. However, the cost savings measures implemented by management have had a positive impact, and the amount needed to correct the fund has been reduced from (\$536,742) to (\$319,257).

NORCOM is seeking Board approval of Resolution 187 – Amending the 2020 budget to adjust the 2020 operating budget through the use of four funds, Capital Projects, E-911 Escrow, Operating Expense Reserve, and Rate Stabilization Fund.

Chief Holmes motioned to approve Resolution 187. City Administrator Rudometkin seconded the motion.

Motion carried.

- **Resolution 188 – Adoption of the 2021 Budget**

The Board is being asked to adopt the NORCOM 2021 budget. Several key features of this budget include: User Fees increasing by 4.9%, Personnel costs decreasing by \$321,365 or 2.9%, this was in large part due to the elimination of 5 administrative staff positions and a reduction of E-911 taxes collected by \$195,115 from the prior year. In addition, a \$50k transfer to the Equipment Replacement fund is planned to prepare for upcoming equipment replacement costs. No transfers will be made to the reserve funds to offset the rate increase to users.

NORCOM staff and the Finance Committee have worked throughout the year to create this budget, which puts forth the financial framework for continued success in 2021. The Governing board has provided input and direction for consideration to the Finance Committee and NORCOM management. On October 9, the Governing Board approved this budget for submission to its agencies.



NORCOM is seeking Board approval of Resolution 188 – Adoption of the 2021 Budget.

Deputy City Manager Tracey Dunlap motioned to approve Resolution 188, Deputy City Manager McCommon seconded the motion.

Motion passed.

o **Additional Board Discussion**

Deputy City Manager Dunlap shared a discussion she had with Executive Director Hamilton regarding a dispatch program called CAHOOTS (Crisis Assistance Helping Out On The Streets). CAHOOTS is an innovative community-based public safety system to provide mental health first response for crises involving mental illness, homelessness, and addiction. Deputy City Manager McCommon talked about Bellevue Police Department's Crisis Intervention Team, which consists of 8 police officers (not in uniform) paired with 8 mental health professionals. He explained that this team would compliment the current program CARES which consists of 25 mental health professionals. Director Hamilton shared that WASPC is waiting to see if new legislation includes a fourth arm of public safety. This change would require additional training for our dispatchers. Chief Yourkoski asked Director Hamilton to provide further information regarding the CAHOOTS program at the January or February Governing Board Meeting.

o **Adjournment**

Motion was made to adjourn the meeting by Chief Holmes, Deputy City Manager McCommon seconded the motion.

Motion passed.

Meeting adjourned at 9:31 a.m.

Next Governing Board meeting is scheduled for January 8, 2021.



Approved by:

Daniel W. Jonsdottir 1/8/2021  
Chair

Attest:

Maggie Johanson  
Secretary

