



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)
Chris Connor	Fire District 27
Greg Ahearn	Northshore Fire Department
Tom Langton	Redmond Fire Department
Matt Cowan	Shoreline Fire Department
Greg Ahearn	Woodinville Fire & Rescue
Michael Olson	City of Kirkland (Board Treasurer)

ABSENT

Jay Wiseman	Snoqualmie Pass Fire
James Knisley	Skykomish Fire District #50

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
Jeremy Henshaw	Law Enforcement Liason
Andrew Johnson	Applications Supervisor
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 **Consent Agenda**

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

There was no discussion on any consent agenda items.

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

Motion carried.

o **For Board Briefing**

- **Single CAD Exploration**

Our police agencies currently use a Tyler CAD system, and our Fire agencies utilize Central Square CAD. From a historical perspective, staff fully recognizes why using two CAD systems became necessary; however, many advancements have since been made in CAD system development. The use of two CAD systems continues to generate many workflow inefficiencies and redundant licensing and maintenance costs.

NORCOM has estimated the costs associated with all agencies working on Tyler versus Central Square, as well as the cost to remain status quo, supporting two CAD systems. Costs include estimated impacts to workload, lost efficiencies, increased training and support requirements, and increased hardware and storage needs. Should a migration to Tyler be feasible, staff estimates a savings of **\$1.63 million dollars over 5 years**.



As the project has progressed, Tyler was identified as the least costly, less complicated, and most efficient choice. In addition to the financial benefits, the staff has also observed that the Tyler product offers increased operational benefits for Fire and that the general customer service delivery is substantially better than New World's customer service.

NORCOM staff has several meetings scheduled over the next few weeks to discuss moving to one CAD system and remains highly focused on working with the agencies. NORCOM understands that the ultimate decision will come from Fire and the Governing Board. Deputy City Manager McCommon asked if there will be transition costs of moving from two CAD systems to a single CAD system. Deputy Director Myers stated since both are up and running currently, there will be no additional fees; any additional would come from if the transition of discontinuing the use of Central Square is delayed past the annual renewal date. In the event the transfer was unable to happen by July which is the renewal date, Deputy Director Myers stated she would work with Central Square to negotiate a contract term less than the usual year contract. Director Hamilton mentioned one additional cost might be training. Chief Cowan questioned how tight the move over deadlines are. Deputy Director Myers reported there is an upgrade scheduled for March, and the plan would be to complete the upgrade in March, begin user testing by April. Fire would move over in July, allowing plenty of time for the upgrade along with any unforeseen issues that may arise.

- **RAADAR access authorization – challenges and recommendations for agency approval processes**

NORCOM staff has recently learned that over the course of time, non-public safety entities have been granted varied RAADAR access and that RAADAR access decisions are often made by agency civilian line staff as opposed to the Board's original desire for access to be vetted by Executive staff. NORCOM staff wishes to determine if these decisions have occurred with the full knowledge or authority of the respective Cities, Police and Fire Chiefs, and if not, develop a process to ensure compliance with the Boards expectations.

Director Hamilton stated that RAADAR is a product that we must have, it is a well used popular tool, the program itself is not broken the issue is access and how it is being used. For example, using RAADAR for public disclosure does not capture all 911 audio, only one, this type of use with RAADAR is short sighted. A public records request should be made via the public records portal to ensure that the request is complete.

Deputy Director Myers informed the Board that in December a list was requested of all RAADAR users. This list will be distributed to all of our agencies for review by our Liasons.

The RAADAR user agreement is not an agreement with NORCOM, it is an agreement between RAADAR user agencies and at the Board's request, is very specific in access and use of this data. It is critical that such decisions are made as intended by the agreement, which is by the signatory or designee. It was suggested to have a RAADAR administrator for each user agency.



- o **Duvall Fire District #45 New Station**

Director Hamilton congratulated Chief Burke on the opening of the new Duvall Fire Station #45.

- o **Department Reports**

- **Information Technology Updates Newsletter**

Director Hamilton stated that the plan for the newsletter is that it will evolve into a NORCOM newsletter with information highlighting all department activities.

- o **Executive Session**

An Executive session was held to brief the Board on a litigation subject matter. The Executive session started at 9:30 with a request for 30 minutes, at the end of the 30 minutes, 15 additional minutes was requested. Executive session ended at 10:12.

No action was taken.

Following the Executive Session the Board returned to opening Governing Board Session @ 10:15.

- o **Adjournment**

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

Motion passed.

Meeting adjourned at 10:16 a.m.

Next Governing Board meeting is scheduled for February 12, 2021.



Approved by:

Daniel W. Jonbork

Chair

Attest:

Maggie Johanson

Secretary

