



MEMBERS

Nathan McCommon	City of Bellevue
Butch Noble	City of Bothell
Kyle Kolling	City of Clyde Hill
Tracey Dunlap	City of Kirkland
Jeff Sass	City of Medina
Jeff Magnan	City of Mercer Island
Dan Yourkoski	City of Normandy Park (Chair)
Mark Correira	City of Snoqualmie
Jeff Clark	Eastside Fire & Rescue (Vice-Chair)
Brian Culp	Fire District 27
Greg Ahearn	Northshore Fire Department
Adrian Sheppard	Redmond Fire Department
Steve Taylor	Shoreline Fire Department
Greg Ahearn	Woodinville Fire & Rescue

ABSENT

David Burke	Duvall Fire District #45
Jay Wiseman	Snoqualmie Pass Fire
James Knisley	Skykomish Fire District #50
Michael Olson	City of Kirkland (Board Treasurer)

VISITORS

Jessica Fleming	State Auditors Office
Wendy Choy	State Auditors Office
Brett Shavers	Citizen

NORCOM STAFF

Bill Hamilton	Executive Director
Roky Louie	Deputy Director, Operations
Katy Myers	Deputy Director, Administrative Services
Judy Cayton	Human Resource Manager
Marianne Ryerson	Finance Manager
Jeremy Henshaw	Law Enforcement Liason
Chris Perez	Fire Liason
Nathan Way	IT Application & Security Architect
Deanna Gregory	Pacifica Law Group
Taki Flevaris	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 March 12, 2021 Meeting**
- **Monthly Budget to Actuals Summary and Accounts Payable Report March 2021**
- **Removal of Capital Assets from Accounting Records**

There was no discussion on any consent agenda items.

Deputy City Manager McCommon made a motion to approve the Consent Agenda. Service Commander Magnan seconded the motion.

Motion carried.

o **For Board Briefing**

- **NORCOM 2018-2019 Audit Exit Conference**

The State Auditor's Office has completed NORCOM's Financial and Accountability audits for the years ending December 31, 2018, and December 31, 2019. In addition, representatives from the State Auditor's office presented the exit conference results. The State Auditors gave NORCOM a clean opinion over Financial Reporting and Accountability with no findings.



- **NORCOM – Association of Washington Cities (AWC) 2021 Well City Recipient**

The Association of Washington Cities (AWC) *Well City Program* recognizes members who achieve quality employee health promotion standards. NORCOM has been recognized as a Well City every year since 2016 and has once again been recognized for the year 2021. This designation provides NORCOM with a 2% discount on all 2022 medical premiums.

- **Insurance Carrier change to WCIA (Washington Cities Insurance Authority)**

In an effort to continue to improve business practices, be fiscally responsible and enhance our contracted services, NORCOM staff submitted an application to Washington Cities Insurance Authority (WCIA) to join their insurance pool. If the WCIA Board approves NORCOM's application, we will replace our current policy provided by the National Union Fire Insurance Company (NUFIC) with a much-improved policy through WCIA. This change will go into effect on April 10, 2021, saving NORCOM approximately \$10,000 per year.

- **For Board Decision**

- **Appointment of Chief Clark to the position of Board Chair and selection and appointment of new Governing Board Vice-Chair**

In accordance with Section 6 (j) of the Northeast King County Regional Public Safety Communications Agency Interlocal Agreement, the term of the current Governing Board Chair, Chief Dan Yourkoski, has expired. As such, the Governing Board Vice-Chair, Chief Jeff Clark, will be appointed as the new Chair. As per the ILA, the vacancy created shall be filled by a simple majority vote of the Governing Board.

Chief Yourkoski motioned to appoint Tracey Dunlap as Governing Board Vice-Chair, Deputy City Manager McCommon seconded the motion.

Motion carried.

- **Department Reports**

- **April Information Technology and Operations Updates Newsletter**

Director Hamilton mentioned the Newsletter would be covering both Information Technology & Operations. The April edition of the Newsletter provides information on both departments with an overview of projects and upcoming events.



o **Executive Session**

Chief Clark motioned to move to Executive Session, Deputy City Manager McCommon seconded the motion. Executive Session began at 9:35 with a request for 25 minutes. There was a request for an additional 15 minutes. Executive Session ended at 10:15, at 10:19, the regular meeting resumed after Administrative Assistant Maggie Johanson confirmed additional roll call and quorum .

Upon resuming the regular meeting, a motion was made by Deputy City Manager McCommon to accept the performance evaluation of Director Hamilton with a 5% pay increase effective April 5, 2021. Chief Kolling seconded the motion.

Motion carried.

o **National Public Safety Telecommunicator Week**

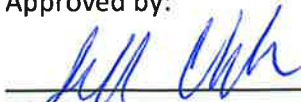
Every year during the second week of April, public safety telecommunications personnel are honored. This week-long event is a time to celebrate and thank those who dedicate their lives to serving the public and first responders. It is a week set aside to recognize their hard work, professionalism, selflessness, and dedication.

o **Adjournment**

The meeting adjourned at 10:23.

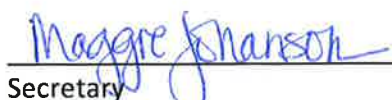
The next Governing Board meeting is scheduled for May 14, 2021.

Approved by:



Chair

Attest:



Secretary