



MEMBERS

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

ABSENT

Brian Culp	Fire District 27
Jay Wiseman	Snoqualmie Pass Fire
James Knisley	Skykomish Fire District #50

VISITORS

Brett Shavers	Citizen
Emily Shavers	Citizen
Deb Flewelling	KC E911
David Mendel	PSERN

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
Brittney Rhodes	Public Records Specialist
Maggie Johanson	Administrative Assistant



o **Call to Order**

Chief Jeff Clark, 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 Clark 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 was one request for open communication from Brett Shavers, Citizen, regarding his public records request.

o **Consent Agenda**

- **Governing Board Minutes for April 9, 2021 Meeting**
- **Monthly Budget to Actuals Summary and Accounts Payable Report April 2021**

There was no discussion on any consent agenda items.

Deputy City Manager McCommon made a motion to approve the Consent Agenda. Chief Yourkoski seconded the motion.

Motion carried.

o **For Board Decision**

- **Resolutions 190 and 191 – 2020 Budget Close-Out and 2021 Budget Amendment**

Resolution 190 was prepared as a solution to balance the Operating Fund.

Resolution 191 was prepared to recognize the 2020 carry forward balance in the Capital Project and Equipment Replacements Funds into the 2021 Budget.

Resolution 190 and 191 are consistent with the direction of the Finance Committee.

Resolution 190 - Deputy City Manager McCommon motioned to approve Resolution 190. Chief Correira seconded the motion.

Motion carried.



Resolution 191 - Deputy City Manager McCommon motioned to approve Resolution 191. Deputy City Manager Dunlap seconded the motion.

Motion carried.

- **PulsePoint**

Pulse Point is a mobile phone application allowing users to view and receive alerts on calls being responded to by fire and emergency medical services. In 2016, the NORCOM Governing Board carefully considered PulsePoint, but ultimately decided against it. The NORCOM (Zone 1) Fire Chiefs have formally requested that staff revisit this possible partnership. NORCOM is requesting the Boards approval to explore the PulsePoint application further.

Chief Cowan motioned the approval of the further exploration of the PulsePoint application. Chief Kroon seconded the motion.

Motion carried.

- **For Board Briefing**

- **April 2021 System Shutdown Recap**

On April 20th NORCOM shut down its network to perform technology systems maintenance that included critical security upgrades. The outage was the first time operations had completed a planned event of call-taking and dispatching in a manual environment. Several months of planning, preparation, and training occurred to ensure minimum disruption. The required updates to mission-critical equipment were successful. We will schedule an additional maintenance period to address other administrative equipment that was not successful due to unexpected errors. The maintenance period will not affect NORCOM's entire network. However, it will require call-taking and dispatching operations to move to the backup center. We anticipate scheduling that maintenance period in the early Fall of 2021. We will communicate the plan and impacts with Operations and the users.

- **Single CAD Update**

NORCOM and our Fire representatives continue to work collaboratively to explore the feasibility of a single CAD system. Staff will update the board on the general project status. To help mitigate current and future budgetary challenges, the staff is collaboratively exploring the possibility of migrating to a single CAD system. Migration to a single CAD may increase efficiencies and reduce expenditures. However, this must be accomplished without impacting operational effectiveness.



o **Department Reports**

• **May Information Technology and Operations Updates Newsletter**

The May edition of the Newsletter provides information on both departments with an overview of projects and upcoming events.

o **Adjournment**

The meeting adjourned at 09:27.

The next Governing Board meeting is scheduled for June 11, 2021.

Approved by:



Chair

Attest:



Secretary