



**MEMBERS**

Nathan McCommon	City of Bellevue
Bill Newbold	City of Bothell
Kyle Kolling	City of Clyde Hill
Tracey Dunlap	City of Kirkland (Vice-Chair)
Steve Burns	City of Medina
Ed Holmes	City of Mercer Island
Dan Yourkoski	City of Normandy Park
Joshua Erskine	Duvall Fire District #45
Jeff Clark	Eastside Fire & Rescue (Chair)
Greg Ahearn	Northshore Fire Department
Adrian Sheppard	Redmond Fire Department
Matt Cowan	Shoreline Fire Department
Greg Ahearn	Woodinville Fire & Rescue
Michael Olson	City of Kirkland (Board Treasurer)

**ABSENT**

Mark Correira	City of Snoqualmie
Brian Culp	Fire District 27
Jay Wiseman	Snoqualmie Pass Fire
James Knisley	Skykomish Fire District #50

**VISITORS**

David Mendel	PSERN
Mozelle Fok	City of Bellevue Finance
Jami Hoppen	KC911

**NORCOM STAFF**

Bill Hamilton	Executive Director
Katy Myers	Deputy Director, Administrative Services
Marianne Ryerson	Finance Manager
Karen Furuya	Senior Project Manager
Zeb Middleton	Senior Systems Engineer
Jeremy Henshaw	Law Enforcement Liaison
Cory James	Fire Liaison
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 were no requests for open communication from the public by email or phone.

o **Consent Agenda**

- **Governing Board Minutes for August 13, 2021 Meeting**
- **Monthly Budget to Actuals Summary and Accounts Payable Report August 2021**

There was no discussion on any consent agenda items.

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

Motion carried.

o **For Board Briefing**

• **Pulse Point**

Director Hamilton briefed the Board on the Pulse Point Respond mobile application. Pulse Point is an application that notifies subscribers there is a CPR situation in a public area near the subscriber, the application also directs potential rescuers to the closest AED (Automatic External Defibrillation). No decision is needed on the topic at this time. Pulse Point was discussed back in 2016, but due to several concerns expressed by the Governing Board, it was not implemented. NORCOM staff has reviewed the concerns and is bringing it back to report to the Board. A few concerns included; shared data, subscribers rushing into dangerous situations, subscribers entering into private places, and workload impact on NORCOM Finance, Operational & Technical staff. In regards to data, NORCOM will be able to dictate who gets information which has been established by an addendum to the contract prohibiting the sale or commercial use of NORCOM data. In talking with other agencies regarding the other concerns, they have not had any problems.



There are a few questions of concern; Does NORCOM have the bandwidth to take on the project, and how will it be funded? Should the Governing Board direct staff to pursue this project, the initial startup would come from a one-year grant through Medic One if our application is successful. Total estimated first-year costs are \$55,500, estimated additional yearly costs are \$18,000 per year. Chief Clark stated the Fire Chiefs are in favor. Chief Holmes expressed his approval also.

o **For Board Decision**

• **Single CAD Project Approval**

The Single CAD project began in September 2020 and has been a complex project with a rich history. It has been a long journey to get here, yet the real work is just beginning. NORCOM staff is asking for a decision today to move to a Single CAD System. Director Hamilton acknowledged the Single CAD Project Team & Deputy Director Myers, who without their skills and perseverance, we would be having this discussion today. Deputy Director Myers presented the Single CAD Project Overview, including projects costs, work plan, budget impacts & recommendations. Deputy City Manager McCommon expressed how pleased he is to see this coming to light.

Deputy City Manager Dunlap made a motion to approve the Single CAD Project. Chief Cowan seconded the motion.

Motion carried.

• **2022 Budget Development Update/Resolution 195**

Director Hamilton introduced the topic of the 2022 Budget Development and Section 12C of the NORCOM ILA guidelines requiring the NORCOM Executive Director to present the proposed budget for approval. In August, the Board was presented with two 2022 Budget Scenarios. On August 31<sup>st</sup> the Finance Committee reviewed both scenarios and is recommending the Board maintain the conservative operating budget with two CAD Systems and any leftover funds from the project will go into the Rate Stablezation Accounts. Finance Manager Ryerson stated the goal is clear communication of the fees and by maintaining the conservative operating budget it will allow the implementation of Single CAD to not be rushed.

NORCOM Staff is requesting approval of Resolution 195 – Approving the 2022 Budget for Distribution to Participating Agencies.

Chief Ahern made a motion to approve Resolution 195. Chief Sheppard seconded the motion.

Motion carried.



o **Department Reports**

• **September Information Technology & Operations Updates Newsletter**

The September edition of the Newsletter provides information with an overview of projects and upcoming events.

o **Adjournment**

Deputy City Manager McCommon motioned to adjourn the meeting, Chief Clark seconded the motion.

Motion carried.

The meeting adjourned at 09:28.

The next Governing Board meeting is scheduled for October 8, 2021.

Approved by:

  
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Chair

Attest:

  
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Secretary