



MEMBERS

| | |
|-----------------|--------------------------------|
| Jay Hagen | City of Bellevue |
| Bruce Kroon | City of Bothell |
| Dawn Hanson | City of Clyde Hill |
| Beth Goldberg | City of Kirkland (Vice-Chair) |
| Jeff Sass | 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) |
| Brian Culp | Fire District #27 |
| Mike Morris | Northshore Fire Department |
| Adrian Sheppard | Redmond Fire Department |
| Matt Cowan | Shoreline Fire Department |
| Jeff Clark | Woodinville Fire & Rescue |

ABSENT

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|---------------|------------------------------------|
| Mark Correira | City of Snoqualmie |
| Jay Wiseman | Snoqualmie Pass Fire |
| James Knisley | Skykomish Fire District #50 |
| Michael Olson | City of Kirkland (Board Treasurer) |

VISITORS

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| Nick Curry | NAG |
| Jami Hoppen | KC911 |
| David Mendel | PSERN |
| Michele Plorde | KC EMS |

NORCOM STAFF

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| 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 Liaison |
| Cory James | Fire Liaison |
| Deanna Gregory | Pacifica Law Group |
| Nathan Way | Applications & Security Architect |
| Zeb Middleton | Senior Systems Engineer |
| Sean Goehner | Systems Engineer |
| 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 February 11, 2022 Meeting**
- **Accounts Payable Report February & March 2022**
- **2020 Financial Audit Results**
- **Amending the November 11th 2022 meeting date to November 10th 2022**

There was no discussion on any consent agenda items.

Chief Kroon made a motion to approve the Consent Agenda. Chief Sheppard seconded the motion.

Motion carried.

o **For Board Briefing**

- **2022 National Public Safety Telecommunicator Week – April 10th – 16th**

Director Hamilton introduced the topic of National Public Safety Telecommunicators Week. Deputy Director Louie provided a background of this event that started back in 1981 in California. A proclamation was made that National Public Safety Telecommunicator Week would be held annually during the second week of April. National Public Safety Telecommunications Personnel are honored across the nation during this week long celebration to thank those who dedicate their lives to serving the public and first responders. This year there is a joint theme with all the PSAP's in the



area, the theme is “We are the calm in the rainbow of chaos” representing the global pandemic along with all the events in a regular workday as a telecommunicator. PSAP’s are encouraged to share pictures of the event. Deputy Director Louie commented that it means a lot for agencies to come up to the dispatch center and looks forward to seeing members of our agencies come up to visit.

- **Pulse Point Respond – Project Update**

NORCOM’s Fire agencies requested staff research the feasibility of implementing PulsePoint. In October of 2021 staff brought forward the request for approval of the PulsePoint Respond Application. This app empowers everyday citizens to provide life-saving assistance to victims of sudden cardiac arrest. A generous one year start up grant from the Medic One Foundation allowed us to move forward with researching, configuring and testing Pulse Point Respond. Fire Liaison James provided an update on the current progress, next steps and anticipated go live date. It was announced that a soft-launch date of mid-May is in place with July 2022 as the anticipated go live date. Chief Hagen stated he would like to see a way to coordinate a way to inform the public about Pulse Point Respond. Fire Liaison James indicated that Medic One has a marketing strategy, a few examples are advertising on buses and in movie theatres. Director Hamilton commented that we are also tracking Valley Com’s Implementation of PulsePoint and may have a joint rollout which would allow information to be distributed to the public covering a larger area.

- **Single CAD Update – Tyler Fire Migration**

Director Myers provided an update on the Single CAD project. She stated a lot of work has been accomplished and is very proud of all the work done so far. There are several parts to the migration including installation, training and scheduling. The original proposed migration date was May 3, 2022 however a joint decision was made to delay the installation until July 11, 2022 which has not been confirmed by Tyler we are waiting to hear back from them if this date is possible and will confirm once we hear back.

- **May 2022 Principals Assembly Agenda Review**

Director Hamilton provided a Draft Agenda for the Principals Assembly meeting on May 13, 2022 requesting input and direction from the Board on their expectations. Deputy City Manager Goldberg asked for instructions for a hybrid option. Deanna Gregory stated public meetings must have a telephone option for the public.

- **SB 5555 Update**

SB 5555 formally recognizes Telecommunicators as part of the First Responder Family and established a Certification Board in Washington throughout the state E-911 Coordination Office. A certification and training program for public safety telecommunicators throughout the state will be created by the Board. This legislation is very important to the professional growth of primary PSAP’s across the state. Director Myers provided an update that SB 5555 passed the legislature, was signed on March 31 and will go into effect on June 9th. The process of creating a Board and establishing



guidelines are two major items that are being developed. Director Myers thanked the cities, Fire & Police for their support.

- **NORCOM Logo**

Director Hamilton introduced the NORCOM Logo for discussion and expressed the importance of a LOGO, stating for many years NORCOM has utilized the red, white and blue logo. During the website update in 2020 the website development firm provided some suggestions of trends and reader preferences being black, white and grey's. The logo on our website is displayed in black, white and yellow however the official request was never made. The change to the logo is merely in color only. Prior to bringing this topic to the Board NORCOM staff were polled on their preference, the black, white and yellow was the preferred. Chief Clark asked if this required the Board Decision since it just a color change. NORCOM Governing Board decided unanimously to adopt the new color scheme for the logo.

- **For Board Decision**

- **Resolution 199 – Approving the 2023 Budget Policy**

Deputy City Manager Goldberg made a motion to approve Resolution 199. Chief Cowan seconded the motion.

Motion carried.

- **Resolution 200 – Amending the 2022 Budget**

Deputy City Manager Goldberg made a motion to approve Resolution 200. Chief Holmes seconded the motion.

Motion carried.

- **Appointment of Deputy City Manager Beth Goldberg to Board Chair and selection and appointment of new Governing Board Vice-Chair**

Section 6 (j) of the ILA provides the term of our Governing Board Chair representatives.

Chief Clark's term has expired moving Vice Chair Deputy City Manager Goldberg into the Chair position this will require a nomination of a new Vice Chair.

Director Hamilton thanked Chief Clark for his time serving as chair, he stated Chief Clark was an excellent sounding board and he appreciates and values his mentorship.

Chief Holmes nominated Chief Sass, he excepted the nomination.



Chief Holmes made a motion Chief Sass for Vice Chair. Chief Yourkoski seconded the motion.

Motion carried.

o **Newsletter**

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

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

o **Executive Session**

An Executive Session was held to discuss the Executive Directors Review. The Executive Session started at 9:51 with a request for 15 minutes. It was announced there will be action to be taken after Executive Session. An additional 15 minutes were requested. Executive Session ended at 10:15.

Chief Clark requested a roll call of present Governing Board members prior to resuming the initial Governing Board meeting. Maggie Johanson, NORCOM Administrative Assistant, reported there was a quorum.

Action taken was the consideration of compensation for the Executive Director.

Chief Clark motioned to approve a 6% cola to the Executive Director effective immediately along with leave bank cash out options. Chief Holmes seconded the motion.

Motion carried.

o **Adjournment**

Chief Cowan made a motion to adjourn the meeting. Motion seconded by all.

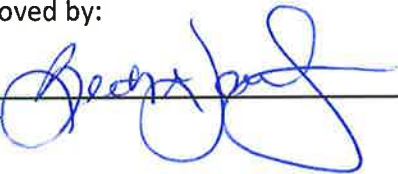
Motion carried.

The meeting adjourned at 10:21.




The next Governing Board meeting is scheduled for May 13, 2022. Prior to the regular Governing Board Meeting the Annual Principals Assembly Meeting will be held.

Approved by:



Chair

Attest:



Secretary