



**Meeting Minutes
NORCOM Governing Board
April 14, 2023**

MEMBERS

Nathan McCommon	City of Bellevue
Mark Risen	City of Bothell
Kyle Kolling	City of Clyde Hill
Jeff Sass	City of Medina (Chair)
Ed Holmes	City of Mercer Island
Mark Correia	City of Snoqualmie
Ben Lane	Eastside/Woodinville Fire & Rescue
Brian Culp	Fire District #27 (Vice-Chair)
Matt Hochstein	Shoreline/Northshore Fire Department

ABSENT

Beth Goldberg	City of Kirkland
Dan Yourkoski	City of Normandy Park
Wendy Moffat	Duvall Fire District #45
Matt Cowan	Shoreline/Northshore Fire Department
Adrian Sheppard	Redmond Fire Department
James Knisley	Skykomish Fire District #50
Jay Wiseman	Snoqualmie Pass Fire
Michael Olson	City of Kirkland (Board Treasurer)

GUESTS

Cherrie Harris	City of Kirkland Police Chief
Jami Hoppen	KC 911

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 Liaison
Andrew Johnson	Applications Supervisor
Nathan Way	Applications & Security Architect
Zeb Middleton	Senior Systems Engineer
Maggie Johanson	Administrative Assistant
Chelsie Barcus	Payroll Accounting Specialist

ABSENT

Cory James	Fire Liaison
Deanna Gregory	Pacifica Law Group



**Meeting Minutes
NORCOM Governing Board
April 14, 2023**

o **Call to Order**

Chief Jeff Sass, Governing Board Chair, called the Governing Board meeting to order at 10:00 a.m. The meeting was posted publicly and offered in a hybrid format to allow the public to participate in person, telephonically, or by video remote access.

o **Roll Call**

Chief Jeff Sass 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, phone or in person.

o **Consent Agenda**

- **Governing Board Meeting Minutes March 10, 2023**
- **Accounts Payable Report March**

There was no discussion on any consent agenda items.

Chief Kolling made a motion to approve the Consent Agenda. Chief Lane seconded the motion.

Motion carried.

o **For Board Briefing**

- **Alpha Numeric Paging System Project Update**

Deputy Director Myers provided an update on the alpha numeric paging system project stating that we are working to finalize the project with ADCOMM the selected vendor. NORCOM and Sno 911 will be sharing the cost of the project, NORCOM's responsibility is 33% which is approximately \$90,000.



**Meeting Minutes
NORCOM Governing Board
April 14, 2023**

o **Executive Session**

An executive session was held to discuss a topic related to RCW 42.30.110(1)(g) the performance of an employee. The executive session started at 10:10 with a request for ten minutes. The executive session ended at 10:17.

The General Governing Board Meeting will reconvene at 10:20.

The General Governing Board Meeting resumed at 10:20. Chief Sass requested a roll call of present Governing Board members before resuming the General Governing Board meeting. Maggie Johanson, NORCOM Administrative Assistant reported there was a quorum. Chief Sass stated there are two proxy votes if needed to meet the quorum requirements.

Action was taken on the topic:

The item was regarding Director Hamilton's performance and salary.

Deputy City Manager McCommon made a motion for an increase of 6% to Director Hamilton's salary effective April 1, 2023. Chief Kolling seconded the motion.

Motion carried.

o **Adjournment**

Chief Culp made a motion to adjourn the meeting. Chief Lane seconded the motion.

Motion carried.


The meeting adjourned at 10:22.



**Meeting Minutes
NORCOM Governing Board
April 14, 2023**

The next Governing Board meeting is scheduled for May 12, 2023.

Approved by:



Chair

Attest:



Secretary