



**Meeting Minutes**  
**NORCOM Governing Board**  
**June 14, 2024**

**MEMBERS**

Nathan McCommon	City of Bellevue
Toni Call	City of Bothell (Vice-Chair)
Dawn Hanson	City of Clyde Hill
Mike Harden	City of Lake Forest Park
Jeff Sass	City of Medina
Jeff Magnan	City of Mercer Island
Shawn Hayes	City of Normandy Park
Mike Bailey	City of Snoqualmie
Will Aho	Eastside/Woodinville/Duvall Fire & Rescue
Brian Culp	Fire District #27 (Chair)
Adrian Sheppard	Redmond Fire Department
Matt Hochstein	Shoreline/Northshore Fire Department

**ABSENT**

Julie Underwood	City of Kirkland
James Knisley	Skykomish Fire District #50
Jay Wiseman	Snoqualmie Pass Fire

**NORCOM ATTORNEY**

Deanna Gregory	Pacifica Law Group
----------------	--------------------

**NORCOM TREASURER**

Michael Olson	City of Kirkland (Board Treasurer)
---------------	------------------------------------

**GUESTS**

Christopher Drucker	KC EMS
---------------------	--------

**NORCOM STAFF**

Bill Hamilton	Executive Director
Katy Myers	Deputy Director Administrative Services
Jeremy Henshaw	Law Enforcement Liaison
Cory James	Fire Liaison
Maggie Johanson	Administrative Assistant
Ben Webb	Public Records & QA Specialist
Chelsie Barcus	Accounting & Benefits Specialist
Nathan Way	Application & Security Architect
Andrew Johnson	Service Desk & Applications Supervisor
Sean Goehner	Systems Engineer
Karen Furuya	Systems & Development Supervisor



**Meeting Minutes  
NORCOM Governing Board  
June 14, 2024**

**ABSENT**

Roky Louie  
Judy Cayton  
Marianne Deppen

Deputy Director Operations  
Human Resource Manager  
Finance Manager

o **Call to Order**

Chief Brian Culp, Governing Board Chair, called the meeting to order at 9:00 a.m. The meeting was posted publicly and offered in a hybrid format, allowing the public to participate in person, telephonically, or by video remote access.

o **Roll Call**

Chief Culp requested a roll call of present Governing Board members. Ben Webb, Public Records & QA Specialist, 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 May 10, 2024**
- **Accounts Payable Report May**

There was no discussion on any consent agenda items.

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

Motion carried.



**Meeting Minutes  
NORCOM Governing Board  
June 14, 2024**

o **Board Decision**

• **2025 Budget Update**

Director Hamilton initiated the budget discussion to finalize the 2025 budget. Deputy Director Myers requested guidance from the Board to complete the 2025 budget; once finalized, NORCOM staff will present it to the Board for approval for the distribution of agency fees. She also provided the important dates for the upcoming budget deadline and noted that budget adoption will take place at the year's end. Deputy Director Myers addressed the questions from last month's meeting, shared a graph of the average training costs, and explained that joint training is already maximized to each agency's advantage. She confirmed that the Finance Committee endorsed scenario B, which includes hiring for both positions in 2025. NORCOM Treasurer Michael Olson remarked that the agencies most affected by this decision attended the finance meeting, and their support ensures no single point of failure. Data related to scenarios A and B were presented for review.

Chief Sass made a motion to approve Option B for the 2025 Budget, which would create a training assistant FTE and Network and Security Specialist FTE beginning in 2025. Chief Magnan seconded the motion.

Motion carried.

o **Executive Session**

An Executive Session was held.

The Executive Session began at 9:17 with a request for 15 minutes. Executive Session ended at 9:32.

There was a decision made regarding the PSEU Contract.

Chief Culp requested a roll call of present Governing Board members after the Executive Session. Ben Webb, Public Records & QA Specialist, reported there was a quorum.



**Meeting Minutes  
NORCOM Governing Board  
June 14, 2024**

Chief Harden made a motion to allow the NORCOM Executive Director to finalize and execute the January 1, 2025 – December 31, 2027, PSEU Contract, including the wage increases of:

2025 6%  
2026 3%  
2027 3%

Chief Sheppard seconded the motion.

Motion carried.

The General Governing Board Meeting resumed at 9:32.

o **Other Business**

o **Adjournment**

Chief Culp adjourned the meeting at 9:36.

The next Governing Board meeting is scheduled for July 12, 2024.

Approved by:

A handwritten signature in blue ink, appearing to be 'D. B. Culp', is written over a horizontal line.

Chair

Attest:

A handwritten signature in blue ink, appearing to be 'Maggie Johnson', is written over a horizontal line.

Secretary