



Meeting Minutes
NORCOM Governing Board
July 12, 2024

MEMBERS

Nathan McCommon	City of Bellevue
Julie Underwood	City of Kirkland
Mike Harden	City of Lake Forest Park
Austin Gidlof	City of Medina
Jeff Magnan	City of Mercer Island
Dan Yourkoski	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 Cowan	Shoreline/Northshore Fire Department

ABSENT

Toni Call	City of Bothell (Vice-Chair)
Kyle Kolling	City of Clyde Hill
James Knisley	Skykomish Fire District #50
Jay Wiseman	Snoqualmie Pass Fire

NORCOM ATTORNEY

Deanna Gregory	Pacifica Law Group
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NORCOM TREASURER

Michael Olson	City of Kirkland (Board Treasurer)
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NORCOM STAFF

Bill Hamilton	Executive Director
Katy Myers	Deputy Director Administrative Services
Roky Louie	Deputy Director Operations
Judy Cayton	Human Resource Manager
Jeremy Henshaw	Law Enforcement Liaison
Maggie Johanson	Administrative Assistant
Ben Webb	Public Records & QA Specialist
Chelsie Barcus	Accounting & Benefits Specialist
Nathan Way	Application & Security Architect
Karen Furuya	Systems & Development Supervisor
Zeb Middleton	Senior Systems Engineer



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ABSENT

Cory James	Fire Liaison
Marianne Deppen	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 June 14, 2024**
- **Accounts Payable Report June**

There was no discussion on any consent agenda items.

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

Motion carried.



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o **Board Briefing**

• **NORCOM's 15 Year Anniversary**

Director Hamilton introduced the topic of NORCOM's 15th Anniversary of serving the community. He provided details of how NORCOM was officially formed and went live on July 1, 2009, and highlighted call numbers and other statistics of the services provided. He commented that the first 15 years have been very successful due to our amazing staff and supportive and involved Governing Board. On July 1, 2024, we hosted an Open House, which was very well received and was well received by our team. Director Hamilton thanked everyone who was able to come by.

o **Board Decision**

• **2025 Budget – Resolution 217 – Approving the 2025 Fees for Distribution**

Director Hamilton initiated the discussion of accepting the 2025 Fees for Distribution, stating that our Finance Manager, Marianne Deppen, did a lot of work before her leave which allowed us to be ahead of schedule in presenting the 2025 fees. He stated that Resolution 217 is being presented to the Board today for review and possible approval. Deputy Director Myers confirmed that we are ahead of schedule based on the budget calendar, she provided an overview of Operating, Capital Project and Equipment & Repair funds. She reminded the Board that in 2024 there was a zero increase and that the proposed increase for 2025 is 5.2%. Deputy City Manager McCommon commented that he appreciates the packaging and transparency provided to the Board.

Chief Magnan made a motion to approve Resolution 217 – Approving the 2025 Fees for Distribution. Deputy City Manager Underwood seconded the motion.

Motion carried.

• **August Governing Board Meeting**

With the 2025 Budget information and approval being ahead of schedule there are no pertinent topics for the August Governing Board Meeting. NORCOM staff is requesting that the August Governing Board Meeting be canceled and the next meeting be September 13, 2024. The NORCOM Governing Board approved canceling the August 9, 2024 meeting.



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o **Other Business**

No other business was discussed.

o **Adjournment**

Chief Culp adjourned the meeting at 9:13.

The next Governing Board meeting is scheduled for September 13, 2024.

Approved by:

Chair

Attest:

Secretary