



**Meeting Minutes**  
**NORCOM Governing Board**  
**July 11, 2025**

**MEMBERS**

Nathan McCommon  
Kyle Kolling  
Julie Underwood  
Jeff Sass  
Jeff Magnan  
Dan Yourkoski  
Mike Bailey  
Will Aho  
Brian Culp  
Adrian Sheppard

City of Bellevue  
City of Clyde Hill  
City of Kirkland  
City of Medina  
City of Mercer Island  
City of Normandy Park (Vice-Chair)  
City of Snoqualmie  
Eastside Fire & Rescue  
Fire District #27  
Redmond Fire Department

**ABSENT**

Toni Call  
Mike Harden  
Matt Cowan  
James Knisley  
Jay Wiseman

City of Bothell (Chair)  
City of Lake Forest Park  
Shoreline Fire Department  
Skykomish Fire District #50  
Snoqualmie Pass Fire

**NORCOM ATTORNEY**

Deanna Gregory

Pacifica Law Group

**NORCOM TREASURER**

Michael Olson

City of Kirkland (Board Treasurer)

**NORCOM STAFF**

Bill Hamilton  
Katy Myers  
Marianne Deppen  
Jeremy Henshaw  
Cory James  
Nathan Way  
Karen Furuya  
Sean Goehner  
Maggie Johanson  
Ben Webb

Executive Director  
Deputy Director  
Finance Manager  
Law Enforcement Liaison  
Fire Liaison  
Application & Security Architect  
Systems & Development Supervisor  
Systems Engineer  
Administrative Assistant  
Public Records & QA Specialist



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○ **Call to Order**

Chief Brian Culp, Governing Board Member, 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.

○ **Roll Call**

Chief Culp requested a roll call of Governing Board members. Ben Web, Public Records & QA Specialist, reported a quorum.

○ **Open Communications from the Public**

There were no requests for open communication from the public by email, phone or in person.

○ **Consent Agenda**

- **Governing Board Meeting Minutes May 9, 2025**
- **Accounts Payable Report May & June 2025**

There was no discussion on any consent agenda items.

Chief Sass made a motion to approve the Consent Agenda. Commander Magnan seconded the motion.

Motion carried.



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○ **Board Briefing**

● **NORCOM's Resiliency Initiatives, Disaster Recovery, and Internet Redundancy Update**

Director Hamilton introduced the topic of NORCOM's efforts to ensure NORCOM's infrastructure is resilient. Acting IT Manager Andrew Johnson thanked the Board for their support and direction, which is allowing progress in these areas. He provided an overview of the 2025 Progress Milestone for Rubrik and Internet Resiliency, along with an explanation of the benefits of Rubrik to NORCOM and steps that will occur in 2026. Director Hamilton explained that previously, we were 100% reliant on the City of Bellevue's infrastructure for maintaining connectivity, and through these efforts, we have significantly improved upon this. Commander Magan asked if these projects would result in budgetary increases. Acting IT Manager Johnson stated that maintenance fees will be required. Deputy Director Myers noted that the maintenance required will be reflected in the 2027 budget.

○ **Board Decision**

● **Resolution 221 – 2026 Budget – Fee Approval**

Director Hamilton introduced the topic of Resolution 221 Approving the 2026 fees for distribution to participating agencies, stating that the ILA requires formal approval of the 2026 fees. Finance Manager Deppen reviewed the budget calendar, stating that internal budget development is complete and the NORCOM finance committee will present it to the Board earlier than stated on the budget calendar. She reviewed the 2026 Budget Drivers and Budget Development Results, which showed an overall increase of 4.3%, an improvement from the initial amount discussed and the fee table. Deputy City Manager Underwood requested a review of the fee increases over the past few years. Finance Manager Deppen provided the amounts from previous years of 0% in 2024 & 5.2% in 2025.

Deputy City Manager Underwood made a motion to approve Resolution 221 – Approving the 2026 fees for distribution to participating agencies. Chief Sass seconded the motion.

Motion carried.



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○ **Executive Session**

An Executive Session was held pursuant to RCW 42.30.110(1)(g): to evaluate the qualifications of an applicant for public office employment or to review the performance of a public employee. Subject to RCW 42.30.140(4)

Chief Culp made a motion to move to Executive Session. The Executive Session began at 9:23 with a request for 10 minutes, followed by a request for an additional 2 minutes. Executive Session ended at 9:35.

The NORCOM Governing Board meeting resumed at 9:36 with the announcement that during the Executive Session, the subcommittee (formed at the April 2025 meeting) reviewed the employment contract for Katy Myers, the future director of NORCOM, and had presented it to the Governing Board for approval.

Deputy City Manager Underwood motioned to authorize the approval of the employment contract with Deputy Director Katy Myers, effective immediately, at an annual salary of \$216,000.00. Chief Sass seconded the motion.

Motion approved.

○ **Other Business**

The idea was presented to cancel the August 8, 2025, meeting due to a light agenda, as well as vacation schedules that may result in low attendance.

Chief Sass made a motion to cancel the August 8, 2025, Governing Board meeting. Commander Magnan seconded the motion.

Motion approved.

○ **Adjournment**

Chief Culp adjourned the meeting at 9:40.

The next Governing Board meeting is scheduled for September 12, 2025.



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Approved by:

Daniel W. Gombosi  
Chair

Attest:

Maggie Hanson  
Secretary

