



**Meeting Minutes
NORCOM Governing Board
September 12, 2025**

MEMBERS

Kyle Kolling	City of Clyde Hill
Julie Underwood	City of Kirkland
Mike Harden	City of Lake Forest Park
Jeff Sass	City of Medina
Dan Yourkoski	City of Normandy Park (Vice-Chair)
Mike Bailey	City of Snoqualmie
Will Aho	Eastside Fire & Rescue
Brian Culp	Fire District #27
Adrian Sheppard	Redmond Fire Department
Matt Cowan	Shoreline Fire Department

ABSENT

Nathan McCommon	City of Bellevue
Toni Call	City of Bothell (Chair)
Jeff Magnan	City of Mercer Island
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

Katy Myers	Executive Director
Roky Louie	Human Resources Manager
Marianne Deppen	Finance Manager
Jeremy Henshaw	Law Enforcement Liaison
Cory James	Fire Liaison
Karen Furuya	Systems & Development Supervisor
Maggie Johanson	Administrative Assistant
Ben Webb	Public Records & QA Specialist

GUESTS

Lora Ueland	Uncommon Bridges
Jacqueline Robinette	Uncommon Bridges



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○ **Call to Order**

Chief Dan Yourkoski, Governing Board Vice-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, by phone, or via video remote access.

○ **Roll Call**

Chief Yourkoski requested a roll call of Governing Board members. Ben Webb, 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 July 11, 2025**
- **Accounts Payable Report July & August 2025**

There was no discussion on any consent agenda items.

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

Motion carried.



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○ **Board Briefing**

● **Strategic Planning Process – Assessment Summary**

Director Myers introduced the topic of the Strategic Plan Process. She provided a timeline overview of the preparation steps that have occurred to get NORCOM to the next step with Uncommon Bridges, which is Strategic Planning. She stated that this is the first of three phases that will provide a real vision for NORCOM as an organization. Lora Ueland and Jacqueline Robinette from Uncommon Bridges were both present at the meeting. Jacqueline Robinette presented the Strategic Plan Process steps. Lora Ueland commented that two items that will emerge from the Strategic Plan are a Vision Statement for NORCOM and a refreshed ILA. The next Strategic Plan Committee meeting will be held on September 22, 2025.

● **911 Wireless Call Routing Changes**

Director Myers introduced the topic of 911 Wireless Call Routing Changes, which are scheduled to change on September 17, 2025. NORCOM staff will closely monitor these changes. Director Myers stated that this topic was discussed with the Governing Board in 2023, making them aware of the potential upcoming changes. These changes will be of overall benefit to the community; however, while they are expected to create a reduction of transfers in some areas there is an anticipated increase of transfers in others. NORCOM staff will keep the Governing Board informed as these changes unfold.

○ **Board Decision**

● **Approval for Advanced School of Leadership**

Director Myers is requesting approval from the Governing Board to host the Advanced School of Leadership program, delivered by SCGL, Dr. De Hicks. The program consists of nine 5-hour sessions starting in November of 2025. Director Myers stated that the purchase of this training is both timely and strategic during the Executive Director transition and will help build and strengthen the Operations Leadership department.

Chief Culp made a motion to approve the Advanced School of Leadership training course. Chief Sass seconded the motion.

Motion carried.



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○ **Executive Session**

An Executive Session was held pursuant to RCW 42.30.140(4)(a): Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

Chief Yourkoski made a motion to move to Executive Session. The Executive Session began at 9:30 with a request for 20 minutes, followed by a request for an additional 10 minutes, an additional 2 minutes, an additional 2 minutes, an additional 2 minutes, and a final additional 2 minutes. Executive Session ended at 10:08.

The NORCOM Governing Board meeting resumed at 10:08 with the decision to approve the NORCOM Associated Guild Contract for January 1, 2026 – December 31, 2028, which was presented to the Governing Board during Executive Session.

Chief Sass motioned to approve the NORCOM Associated Guild Contract. Deputy City Manager Underwood seconded the motion.

Motion approved.

○ **Other Business**

• **Chair Position**

Due to unforeseen circumstances, the current Chair is unable to complete the term as Chair of the NORCOM Governing Board. Based on the NORCOM ILA, the Vice-Chair will serve the remainder of the term, and a new Vice-Chair will be selected if approved by the Board to do so.

Chief Cowan made a motion to elect Chief Culp as the NORCOM Governing Board Vice-Chair, and move Chief Yourkoski to the Chair position. Chief Aho seconded the motion.

Motion approved.



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○ **Adjournment**

Chief Yourkoski adjourned the meeting at 10:11.

The next Governing Board meeting is scheduled for October 10, 2025.

Approved by:

Daniel W. Yourkoski

Chair

Attest:

Maggie Franson

Secretary

