



**Meeting Minutes
NORCOM Governing Board
September 11, 2026**

MEMBERS

Nathan McCommon	City of Bellevue
Claire Khouri	City of Bothell
Dawn Hanson	City of Clyde Hill
Mike St. Jean	City of Kirkland
Phil Hill	City of Lake Forest Park
Jeff Sass	City of Medina
Jeff Magnan	City of Mercer Island
Dan Yourkoski	City of Normandy Park (Chair)
Mike Bailey	City of Snoqualmie
Brian Culp	Fire District #27 (Vice-Chair)
Adrian Sheppard	Redmond Fire Department

ABSENT

Will Aho	Eastside Fire & Rescue
Matt Cowan	Shoreline Fire Department
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
---------------	------------------

NORCOM STAFF

Katy Myers	Executive Director
Jamie Donley	Deputy Director
Carl Detert	Information Technology Manager
Andrew Johnson	Operations Manager
Marianne Deppen	Finance Manager
Melanie Labuguen	Database Administrator
Maggie Johanson	Administrative Assistant



**Meeting Minutes
NORCOM Governing Board
September 11, 2026**

○ **Call to Order**

Chief Dan Yourkoski, 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.

○ **Roll Call**

Chief Yourkoski requested a roll call of Governing Board members. Maggie Johanson, Administrative Assistant, 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 August 14, 2026**
- **Accounts Payable Report August 2026**

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.



Meeting Minutes NORCOM Governing Board September 11, 2026

- **For Board Briefing**

- **Operations Coordinator Update**

Executive Director Myers introduced the update on the new Operations Coordinator position established in February 2026, stating that Operations Coordinator Jeremy Henshaw will provide an overview of the impact, transition, and challenges. Operations Coordinator Henshaw reviewed projects specific to Police, Fire, and RAADAR, along with upcoming items, noting that since Jan 27th most fire backlog projects have been completed. He stated that the NORCOM administration's trust helped make this possible. This position requires comprehensive coordination, prioritizing backlogged projects, and putting systems in place to help manage tasks.

- **Radio Encryption Briefing**

Executive Director Myers introduced the radio encryption briefing. Information Technology Manager Carl Detert provided an overview of the process, stating that the final item to complete is strapping the equipment, which will occur in approximately 2 months. He said everything went very well; he stated that an example of how things were handled is that a concern was raised, a meeting was held on 9/1, and it was resolved on 9/2.

- **NORCOM Strategic Plan Update**

Executive Director Myers provided a Strategic Plan update and thanked the Board, Staff, and Consultants for their hard work. Executive Director Myers shared an overview of Workplace Environment Development, the Pathways Program, which encourages training and opportunities to promote, The NORCOM Way shaping the culture of NORCOM, Governance & Sustainable Growth, a plan to review ILA and other governance documents & Technology Services, the MINT program. Related to Technology Services, the new Managed IT & Network Technology Program (MINT), was discussed, including what the program is, why NORCOM should offer it, and how NORCOM could implement it; several board members had questions or comments about the program. The Board supported continued progress to research and build out the MINT program, requesting staff bring back a further developed program before formal implementation.



**Meeting Minutes
NORCOM Governing Board
September 11, 2026**

○ **NORCOM Agency Newsletter**

The NORCOM Agency Newsletter is a monthly newsletter providing information and updates on recent and future activities, along with other topics of interest.

○ **Adjournment**

Chief Yourkoski adjourned the meeting at 9:43.

The next Governing Board meeting is scheduled for October 9, 2026.

Approved by:

Daniel W. Yourkoski
Chair

Attest:

Maggie Franson
Secretary