



El Paso – Teller County 9-1-1 Authority

2350 Airport Road, Colorado Springs, Colorado 80910

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April 26, 2017

Meeting Minutes

Authority Members Present:	Miles DeYoung, Vince Niski, Ron Reeves, Joe Ribeiro, Pat Rigdon, Brad Shannon and Derek Wheeler.
Authority Members Absent:	Dave Rose and Chris Truty
Vacancies:	None
Other Personnel Present:	Carl Simpson, CEO and Christy Davis, Administrative Assistant.
Members of the Public Present:	12

1) Call to Order:

The April 26, 2017 regular session meeting of the El Paso - Teller County 9-1-1 Authority Board was called to order at 1:03 PM by Vice Chair, Ron Reeves. The meeting was held in the 9-1-1 boardroom, located at 2350 Airport Road, Colorado Springs, Colorado.

2) Act on Requests of Authority Members Who Have Asked to be Excused:

Chris Truty and Dave Rose have asked to be excused.

Motion was made by Vince Niski to excuse Chris Truty and Dave Rose; second by Miles DeYoung.

Motion passed unanimously on voice vote by the 7 Authority Members present.

3) Introductions:

Introductions were made.

4) Public to be Heard:

There were not any items for discussion at this time.



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5) Consent Calendar:

A – Approve the minutes of the March 22, 2017 Authority Meeting.

B – Approve the April 2017 Financial Statement and authorize payment of the monthly bills.

Motion was made by Pat Rigdon to approve the consent calendar; second by Vince Niski.

Motion passed unanimously on voice vote by the 7 Authority members present.

6) Approve Authority Resolutions:

None

7) Report by the CEO:

Mr. Simpson reported Mark Everitt has been with the Authority for one year and he noted that it was Administrative Assistant Day.

Carl stated that staff presented at five sessions at the Navigator conference in New Orleans.

The RFP process has begun for the new Voice Logger project with interviews for RFP project manager.

Fort Carson is getting close to their move date and 911 staff will assist when that is finalized. Also, four members of staff attended ITIL training, certifying at the Foundation level. Mission Critical Partners will be working with the Authority staff to complete an infrastructure assessment. This project will run until 4th quarter 2017. The Network Engineer position is being re-posted due to not finding a suitable candidate. Also the GIS Technician position has been posted and interviews will take place the last week of April.

The auditors have completed their on-site work.

Lastly, GeoComm will be on site May 1st and 2nd to kick off the support program.

8) Reports by Standing Committees:

A - DRC/PSAP Managers Committee

No meeting, no report.



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9) Old Business:

A – Update on PUC application.

Approval was given for the increase to \$1.35 and letters will go out via registered mail to the telecom companies tomorrow. A press release is also being prepared.

B - Draft Amendment 2 of the Restated IGA.

All changes have been incorporated in the document and it will be going out for signature.

10) New Business:

A – Job Description updates.

Drafts of the revised CEO, CIO, Public Education/Information Officer and Executive Administrative Assistant were distributed to the board.

B – Draft 2016 Annual Report.

There were no comments received. The Annual Report will be distributed as soon as the audit is completed and approved.

C – Revised Policies 3.0 Authority, 5.1 EMD QA and Improvement Process and 4.41 911 Mobile Classroom.

Policy 3.0 changes consisted on removing agencies no longer considered PSAPs. Policy 5.1 changes included a new section that addresses an appeal process for agency supervisors. Policy 4.41 included language changes and removing the two person minimum if the classroom was going out.

D – Updated Strategic Plan.

The update includes projects that are completed and projects that are upcoming.

Chief Ribeiro updated the board on the latest meeting of the NG911 subcommittee. The next meeting is on May 17th.

11) Directors Comments:

None.



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12) Executive Session:

Not necessary.

13) Adjournment:

A motion was made by Joe Ribeiro to adjourn the meeting; seconded by Vince Niski.

Motion passed unanimously on voice vote.

Meeting was adjourned at 1:36 PM.

Submitted for Approval By:

Pat Rigdon, Authority Secretary