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El Paso – Teller County 9-1-1 Authority
May 23, 2018
Meeting Minutes

Authority Members Present: Miles DeYoung, Vince Niski, Diann Pritchard, 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, Bob Cole, Legal Counsel and Christy Davis, Administrative Assistant.

Members of the Public Present: 16

1) Call to Order:

The May 23, 2018 regular session meeting of the El Paso - Teller County 9-1-1 Authority Board was called to order at 1:01 PM by Vice-Chair, Miles DeYoung. 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:

Dave Rose and Chris Truty have asked to be excused.

Motion was made by Derek Wheeler to excuse Dave Rose and Chris Truty; second by Brad Shannon.

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

3) Introductions:

Introductions were made.

4) Public to be Heard:

None.

5) Consent Calendar:

A – Approve the minutes of the April 25, 2018 Authority Meeting.

B – Approve the May 2018 Financial Statement and authorize payment of the monthly bills.

Motion was made by Joe Ribeiro to approve the consent calendar; second by Brad Shannon.

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

6) Approve Authority Resolutions:

A – Resolution 18-05, A RESOLUTION HONORING BRIAN HATZEL OF THE FORT CARSON DIRECTORATE OF EMERGENCY SERVICES AS TELECOMMUNICATOR OF THE FIRST QUARTER 2018.

Motion was made by Vince Niski to approve the resolution; second by Brad Shannon.

Motion passed unanimously on a roll call vote with 7 ayes and 2 not present.

Bob Cole arrived at 1:12 PM.

7) Report by the CEO:

Matt Towell reported on the current projects. Three vendors gave demonstrations last week for the Voice Logger replacement project. The contract will be awarded by June 16th, with a possible go live in October. The new phone system and mapping replacement has been rolled into one project and requirements will be drafted.

Dan Ausec updated the board on the Centralized CAD project. A workshop was held Tuesday – Friday that consisted of TriTech, Mission Critical and PSAP representatives. He reported that 4 of the 16 modules were due for completion by June 22nd and then a second workshop will be scheduled.

It was reported that 50 applications have been received for the IT Support Manager and that 4 interviews will be conducted on May 24th.

The Public Education Department conducted 62 presentations in the month of April.

The CTO training conducted was very well received and will become a yearly event. Also members of the training department has been meeting with TCSO to discuss implementation of the Police and Fire protocols.

8) Reports by Standing Committees:

A - DRC/PSAP Managers Committee

Kyla Gingrich reported that there had been a demonstration by RapidSOS, a service that provides more accurate location information for cell phones. The service is free to PSAPs and they plan to implement it. There was discussion about upcoming Everbridge training and classes. She also reported that the console cleaning will be scheduled in the summer for the PSAPS. There will be a scheduling software webinar in June.

9) Old Business:

A – PSAP Funding Agreement Revisions.

Bob Cole reported that the latest revision includes a definition of “gifted equipment” and “transferred equipment”. It also specifies the policies that PSAPs are subject to under the agreement. The final document will also include “Exhibit A” which a list of Authority owned equipment at the PSAP and “Exhibit B” that lists any equipment transferred to the agency. A gift letter will be sent when an item is gifted to an agency. It was felt that in Section 9 the language should read, from the time the equipment was *purchased* instead of the time it was *transferred* to the agency. Final approval will be next month at the June meeting.

B – Approve Policy 2.0 (Scope of Document).

C – Approve Policy 4.2 (Authority Board Responsibilities).

D – Approve Policy 4.19 (Monthly Statistical Reporting Requirements).

E – Approve Policy 4.26 (Public 911 Education).

F – Approve Policy 4.27 (Language Interpretation).

Approval of the policies was tabled until the next meeting.

10) New Business:

A – Emergency Notification System Enhancements.

Ben Bills reported that he outlined the enhancements to the DRC committee. The enhancements will simplify the process and shorten the training time. It is template based and can also be used for internal notifications. The enhancements should also

minimize errors and add google alerts. It can direct the public to an audio bulletin board and minimize the call backs during an activation. It is estimated it will be 45-60 days before implementation.

11) Directors Comments:

None.

12) Executive Session:

None.

13) Adjournment:

A motion was made by Miles DeYoung to adjourn the meeting; second by Pat Rigdon.

Motion passed unanimously on voice vote.

Meeting was adjourned at 1:57 PM.

Submitted for Approval By:

Pat Rigdon, Authority Secretary