



El Paso – Teller County 9-1-1 Authority

2350 Airport Road, Colorado Springs, Colorado 80910

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May 24, 2017

Meeting Minutes

Authority Members Present: Miles DeYoung, Joe Ribeiro, Pat Rigdon, Dave Rose, Brad Shannon, Chris Truty and Derek Wheeler.

Authority Members Absent: Vince Niski and Ron Reeves

Vacancies: None

Other Personnel Present: Carl Simpson, CEO, Robert Cole, Authority Counsel and Christy Davis, Administrative Assistant.

Members of the Public Present: 32

1) Call to Order:

The May 24, 2017 regular session meeting of the El Paso - Teller County 9-1-1 Authority Board was called to order at 1:03 PM by Chairman, Dave Rose. 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:

Vince Niski and Ron Reeves have asked to be excused.

Motion was made by Pat Rigdon to excuse Vince Niski and Ron Reeves; second by Chris Truty.

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

3) Introductions:

Introductions were made.

4) Public to be Heard:

Presentation of 911 Hero Award to Skyla Pace.



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5) Consent Calendar:

A – Approve the minutes of the April 26, 2017 Authority Meeting.

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

Motion was made by Chris Truty to approve the consent calendar; second by Joe Ribeiro.

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

6) Approve Authority Resolutions:

None

7) Report by the CEO:

Staff – Carl reported that Joscelyn Niski has been selected as Employee of the 1st Quarter and the GIS Technician position has been filled by former GIS Intern, Justin Annan. Harassment Prevention training was presented to staff on May 17th and an employee engagement survey has been completed.

IT – Carl reported that the redirection of local cell phone towers has resulted in more calls being routed to the correct PSAP.

Training/QA – Carl reported that staff members who presented at the Navigator conference received excellent scores. He also reported that the Fire Protocol will be implemented at Cripple Creek on June 1st thanks to the efforts of the team.

2018 Budget – PSAP site visits will be conducted in June and a calendar of events was distributed.

8) Reports by Standing Committees:

A - DRC/PSAP Managers Committee

Jesse Avery reported that the group attended a demo for Schoology, a program to distribute and track CDEs. There was also a Steering Committee meeting where local policies were discussed. Julian Marcano, El Paso County Sheriff's Office was selected as Telecommunicator of the 1st Quarter and the training schedule was discussed.



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9) Old Business:

A – Update on PUC application.

Notices were sent out via registered mail to carriers and 97 of 111 were received.

B - Draft Amendment 2 of the Restated IGA.

Bob Cole advised that they were sent out to the distribution list for signature. He asked that Authority members follow up with their agencies to get the signature pages returned. Twenty three are required for adoption.

Bob Cole introduced Bart Miller from his office. He will be assisting him.

10) New Business:

A – Job Description updates.

Drafts of the revised Network Engineer, Quality Assurance Analyst, and Training Manager were distributed to the board. Comments from Authority member Wheeler have been incorporated into the drafts.

B – Revised Policies 1.0 Mission Statement and 3.0 Authority.

Carl presented options for the revision of the Mission Statement (Policy 1.0) which included samples from other organizations and employee suggestions. After some discussion it was decided that the Mission Statement should be shortened to the first sentence suggested by employees with a few revisions. Carl will make those changes and bring it back for approval next month. For Policy 3.0 (Authority) it was discussed that it might be prudent to wait until the Restated IGAs have been returned. It was also suggested to change some of the language to be more generic in regard to the equipment list. Carl was also tasked with researching what other Authorities paid for.

D – Updated Strategic Plan.

There has not been any feedback so far.

11) Directors Comments:

It was reported that an interim Sheriff for Teller County would be named next Tuesday. Joe Ribeiro reported that the Next Gen 911 Committee is meeting every 2 weeks and that they will be hiring a facilitator and developing a technology baseline.



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12) Executive Session:

Not necessary.

13) Adjournment:

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

Motion passed unanimously on voice vote.

Meeting was adjourned at 2:11 PM.

Submitted for Approval By:

Pat Rigdon, Authority Secretary