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El Paso – Teller County 9-1-1 Authority
June 27, 2018
Meeting Minutes

Authority Members Present: Miles DeYoung, Vince Niski, Diann Pritchard, Joe Ribeiro, Pat Rigdon, Dave Rose, and Chris Truty

Authority Members Absent: Brad Shannon and Derek Wheeler

Vacancies: None

Other Personnel Present: Carl Simpson, CEO, Bob Cole, Legal Counsel and Christy Davis, Administrative Assistant

Members of the Public Present: 22

1) Call to Order:

The June 27, 2018 regular session meeting of the El Paso - Teller County 9-1-1 Authority Board was called to order at 1:02 PM by Chair, 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:

Brad Shannon and Derek Wheeler have asked to be excused.

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

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

3) Introductions:

Introductions were made. Ben Bills presented the 911 Hero Award to Aidyn "Dash" Berglund.

4) Public to be Heard:

None.

5) Consent Calendar:

A – Approve the minutes of the May 23, 2018 Authority Meeting.

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

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

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

6) Approve Authority Resolutions:

A – None

7) Report by the CEO:

Carl reported that Ben Gairrett was promoted to the position of IT Support Manager and that the Network Engineer position will be backfilled. Five candidates will be interviewed on Friday for that position.

Matt Towell reported on the current IT projects. Voice Logger – Two vendors are being considered and a final decision will be made soon. New Phone System – Due Dilligence meeting will be conducted July 10-12 and then an RFP will be finalized and released in August. He also said that the HVAC unit in the server room will be replaced due to a compressor lock up issue. The secondary unit will be utilized until the new unit is installed.

Dan Ausec reported that Workshop 2 for Centralized CAD will be Sept 10-13. He would like to thank PSAP personnel for all the time devoted to this project.

The final vendors are making the changes to re-route cell phone calls from Teller County SO to the appropriate PSAPs up the pass.

Meetings with PSAP Managers to discuss 2019 Budget needs have been concluded.

Ben Bills reported that Phase 1 of the ENS upgrade has been completed. He also reported that the 911 website is undergoing a makeover.

Bob Cole arrived at 1:21 PM.

8) Reports by Standing Committees:

A - DRC/PSAP Managers Committee

No meeting, no report.

9) Old Business:

A – Approve Policy 2.0 (Scope of Document.)

It was discussed that the name of the Policy should be changed to “Scope of Policy Manual.”

B – Approve Policy 4.2 (Authority Board Responsibilities).

It was discussed that “stakeholders” should be defined and that “approved” should replace “current”.

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

It was discussed that VOIP should be in lower case letters and that PSAP Personnel should include the word “Authorized”.

D – Approve Policy 4.26 (Public 911 Education).

No changes.

E – Approve Policy 4.27 (Language Interpretation).

It was discussed that “unauthorized use” should be defined and that there should be due diligence to make sure the account is used judiciously.

Motion was made by Vince Niski to approve Policy 2.0, 4.2, 4.19, 4.26 and 4.27 with the suggested edits; second by Joe Ribeiro.

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

F – PSAP Funding Agreement, Final Draft.

The attorney distributed a letter that would be used for Exhibit B items (gifted to the agency.) Final approval at the next meeting.

10) New Business:

A – Approve Policy 4.6 (Call Transfer Process).

Recommendation to abolish this policy.

B – Approve Policy 4.7 (Database Errors).

No discussion.

C – Approve Policy 4.8 (Text to 911).

It was discussed that this is a new policy.

D – Approve Policy 4.9 (Tape Recording and Archiving).

No discussion.

Motion was made by Pat Rigdon to approve Policy 4.7, 4.8 and 4.9; second by Vince Niski.

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

Carl commented that the DRC will be looking at five more policies at the July meeting so by August the policy revisions should be complete. The next step will be the development of new policies and the compilation of an operations manual.

11) Directors Comments:

Diann Pritchard announced that a member of the Cripple Creek Police Department has been awarded the Law Enforcement Officer of the Year. The presentation will be at the Cripple Creek City Council meeting at 4:45 today.

It was also discussed that the Fire Station Alert Study is on hold awaiting contact from Chief Rebitski.

12) Executive Session:

None.

13) Adjournment:

A motion was made by Vince Niski to adjourn the meeting; second by Miles DeYoung.

Motion passed unanimously on voice vote.

Meeting was adjourned at 2:12 PM.

Submitted for Approval By:

Pat Rigdon, Authority Secretary