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El Paso – Teller County 9-1-1 Authority
August 22, 2018
Meeting Minutes

Authority Members Present: Miles DeYoung, Vince Niski, Diann Pritchard, Joe Ribeiro, Pat Rigdon, Dave Rose, Brad Shannon, and Derek Wheeler.

Authority Members Absent: Chris Truty

Vacancies: None

Other Personnel Present: Carl Simpson, CEO, Allison Ulmer (in for Bob Cole), Legal Counsel and Christy Davis, Administrative Assistant

Members of the Public Present: 24

1) Call to Order:

The August 22, 2018, regular session meeting of the El Paso - Teller County 9-1-1 Authority Board was called to order at 1:00 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:

Chris Truty has asked to be excused.

The motion was made by Miles DeYoung to excuse Chris Truty; Second by Vince Niski.

The motion passed unanimously on a voice vote by the eight Authority members present.

3) Introductions:

Introductions were made.

4) Public to be Heard:

None.

5) **Consent Calendar:**

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

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

The motion was made by Brad Shannon to approve the consent calendar; Second by Derek Wheeler.

The motion passed unanimously on a voice vote by the eight Authority members present.

6) **Approve Authority Resolutions:**

A – Resolution 18-06, *A RESOLUTION HONORING HEATHER MARR OF THE COLORADO SPRINGS POLICE DEPARTMENT AS TELECOMMUNICATOR OF THE SECOND QUARTER 2018.*

The motion was made by Vince Niski to approve the resolution; Second by Miles DeYoung.

The motion passed unanimously on a roll call vote with eight ayes and one not present.

B – Resolution 18-07, *A RESOLUTION ACCEPTING THE 2017 AUDIT OF THE EL PASO-TELLER COUNTY EMERGENCY TELEPHONE SERVICE AUTHORITY (AUTHORITY) AS SUBMITTED BY STOCKMAN, KAST RYAN & CO, LLP.*

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

The motion passed unanimously on a roll call vote with eight ayes and one not present.

7) **Report by the CEO:**

Carl reported that Julius Torralba has been with the Authority for 12 years and Jacob Shaw will have his one year anniversary on August 28th.

Resumes are being accepted for Project Management of the Station Alerting Study. Teller County will be implementing Police Protocols and Fire Protocols. The Teller County Communication Center will also be undergoing an operational and space needs assessment to help in the planning of the agency relocation.

Ben Gairrett reported that the CAD to CAD is now live and functional between EPSO and CSPD. He also reported that cell phone calls in Teller County should be going to the correct agency as the last carrier has redirected their calls.

Matt Towell reported on the current IT projects.

Voice Logger – The contract is currently under legal review. The system will be tested in the backup center prior to going live in the agencies.

New Phone System – September 12th is the expected release date of the RFP with returns due back October 16th.

Map Replacement – Geolinks, a web-based map is being considered to see if the product will fill all requirements and needs.

CCPD remodel – Consoles have been ordered, and dispatch will move to temporary workspace during the renovation. All technology will also be moved to a centralized location.

John Lofgren reported that the Authority hosted two Active Assailant training classes, Schoology is being implemented, and Police and Fire Protocols are being rolled out at TCSO so there will be training for dispatchers in each discipline.

Ben Bills reported that the Authority hosted three training classes for the Everbridge upgrade. He also said that the new Authority website is live.

8) Reports by Standing Committees:

A - DRC/PSAP Managers Committee

No meeting, no report.

9) Old Business:

A – CenturyLink Tariff Negotiations Update.

Allison Ulmer was in attendance in place of Bob Cole. A memo was distributed to Authority members updating the status of the three proceedings.

The PSAP Funding Agreement and amendments have been distributed for signature.

10) New Business:

A – Abolish Policy 9.12 (Non-Emergency 9-1-1 Calls).

Carl thanked Derek Wheeler for his help with edits for the policies. He stated that 9.12 had been reviewed by the DRC and the recommendation was to abolish it.

B – Approve Policy 9.15 (Critical Hiring Software).

It was discussed that the vendor name should be removed and to research how long records should be retained by the Authority.

C– Approve Policy 3.4 (Procedure for PSAP Conference/Training Funding and Travel).

Carl discussed the changes made to this policy which includes encouraging personnel to fly out of Colorado Springs when financially prudent to do so. It also outlines expenses that are covered and allows for per diem disbursement prior to travel (one week).

D – Approve Policy 3.6 (Decommissioning a PSAP).

It was discussed that equipment was referenced in less specific terms and that equipment will be removed or ownership transferred within 30 days of decommissioning.

The motion was made by Derek Wheeler to approve items A, B and D; second by Miles DeYoung. Item C will be researched.

The motion passed unanimously on a voice vote by the eight Authority Members present.

E – PSAP 2019 Budget Presentations.

Colorado Spring PD – Renee’s request included new console furniture for the communications center, reaccreditation, and rollover of the CAD upgrade funds.

Cripple Creek PD – Diann is requesting to rollover funds for their relocation. In the meantime, consoles and chairs are being replaced this year.

El Paso County SO – Kyla’s request includes funds for reaccreditation, balance ball chairs in place of regular chairs and miscellaneous repair costs.

Fort Carson FD – Dawn was not in attendance. Fort Carson is requesting anti-static mats that will be purchased this year.

Teller County SO – John Gomes and Cindy Link gave an update on their relocation plan. They asked that the funds not used this year be reallocated for 2019.

Woodland Park PD – Jen is requesting an additional radio position.

It was discussed that Authority personnel would be presenting their requests at the September meeting.

11) Directors Comments:

No comments at this time.

12) Executive Session:

None.

13) Adjournment:

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

Motion passed unanimously on voice vote.

The meeting was adjourned at 2:26 PM.

Submitted for Approval By:

Pat Rigdon, Authority Secretary