









2350 Airport Road | Colorado Springs, CO | 80910
719.785.1900 | elpasoteller911.org |      

El Paso – Teller County 9-1-1 Authority
September 26, 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, and Christy Davis, Administrative Assistant

Members of the Public Present: 16

1) Call to Order:

The September 26, 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.

A 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 August 22, 2018, Authority Meeting.

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

A motion was made by Brad Shannon to approve the consent calendar; a second was made by Miles DeYoung.

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

6) Approve Authority Resolutions:

A – None.

7) Report by the CEO:

Carl reported that Heather Miller has been with the Authority for one year. He announced that 115 million in 9-1-1 grants is available in the state of Colorado. Daryl Branson is the point of contact. Carl also gave updates on the Policy Manual, Strategic Plan, and Personnel Manual. Job descriptions have also been updated, and the Employers Council is conducting a compensation review.

Matt Towell reported on the current I.T. projects:

- Infrastructure upgrade – equipment is beginning to arrive, and the move to the offsite data center is scheduled for October.
- Voice Logger – The contract has been signed, and site visits are scheduled October 16-18.
- New Phone System – The RFP has been issued, and on Monday vendors must submit an “intent to bid.”
- Map Replacement – Geolinks has been recommended by Mission Critical. CCPD remodel – October 3rd is the kickoff for this project. The goal is to move back into dispatch on November 1st. Teller County will be the next agency to deploy VDIs.

Ben Gairrett reported that Workshop #2 for Centralized CAD is scheduled to begin on October 24th. He also advised that TriTech is now CentralSquare Technologies after merging with three other companies. Facilities – Windows have been tinted for security reasons.

John Lofgren reported there had been one-on-one training and a software demo had been viewed. He also stated that ten PSAP employees attended a two-day leadership class and a 40-hour NENA Communication Center Management class was held at the Authority. The Teller County Assessment is in progress, and a report is expected next month. The Police Protocols in Teller County will be implemented in October.

Ben Bills reported that Everbridge had been upgraded and templates have been created for different scenarios. Another Everbridge train-the-trainer session will be scheduled soon. To date, the Public Education team has conducted 391 presentations in 2018.

8) Reports by Standing Committees:

A - DRC/PSAP Managers Committee

Renee Henshaw reported that they discussed the upcoming schedule of events that includes classes and training and version updates. They also discussed the Guardian tracking product that tracks employee performance and will be consulting with HR about any concerns they may have.

9) Old Business:

A – CenturyLink Tariff Negotiations Update.

The attorney is not present, but Bart Miller is available via phone if there are any questions. A memo updating the Authority has been included in the packets. A new rate is being negotiated with CenturyLink. After an agreement is reached, the recommendation will be sent to the PUC commissioners. TracFone has agreed to remit the 911 access charges so that proceeding has been resolved.

B – Approve Policy 9.15 (Applicant Testing Software).

The revised policy was sent out via e-mail to Authority members.

A motion was made by Derek Wheeler to approve the revised policy; second by Vince Niski.

The motion passed on a roll call vote by the eight Authority Members present.

10) New Business:

A – Authority 2019 Budget Presentations.

Technology I.T. and GIS – Matt Towell was in attendance to present the request and to answer any questions. The request includes funding for a server room remodel, service desk software refresh, CSPD workstation refresh and bugout boxes for PSAPs. It also included a line for Capital Expenditures for large dollar item requests.

Facilities – Ben Gairrett was in attendance to present the request and to answer any questions. The request includes a two-year project with Long Building Technologies to retrofit the building automation system, intrusion system, access control system and HVAC unit replacement. Ben was directed to see if he could get other competitive bids and to see if the project could be done in phases.

Public Education – Ben Bills was in attendance to present the request and to answer any questions. The request includes the maintenance and refresh of the 911 mobile classroom and public service announcements. Ben was directed to increase his public service announcement budget from \$17,000 to \$25,000.

Training and Quality Assurance – John Lofgren was in attendance to present the request and to answer any questions. The request includes additional funding for PSAP employee training and replacing the training room chairs. John was directed to research if Driver’s Training will result in lower insurance costs.

11) Directors Comments:

It was discussed that the attorney might not need to be present at all meetings unless legal items or an executive session are anticipated.

12) Executive Session:

None.

13) Adjournment:

A motion was made by Joe Ribeiro to adjourn the meeting; second by Derek Wheeler.

The motion passed unanimously on voice vote.

The meeting was adjourned at 3:01 PM.

Submitted for Approval By:

Pat Rigdon, Authority Secretary