



El Paso – Teller County 9-1-1 Authority

2350 Airport Road, Colorado Springs, Colorado 80910

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September 27, 2017

Meeting Minutes

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

Authority Members Absent: Chris Truty

Vacancies: Vacancy for representative cities, towns, US military and special districts.

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

Members of the Public Present: 19

1) **Call to Order:**

The September 27, 2017 regular session meeting of the El Paso - Teller County 9-1-1 Authority Board was called to order at 1:04 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:**

Chris Truty has asked to be excused.

Motion was made by Miles DeYoung to excuse Chris Truty; second by Pat Rigdon.

Motion passed unanimously on voice vote by the 6 Authority Members present.

3) **Introductions:**

Introductions were made.

4) **Public to be Heard:**

No items were brought forth at this time.



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5) Consent Calendar:

A – Approve the minutes of the August 30, 2017 Authority Meeting.

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

Motion was made by Derek Wheeler to approve the consent calendar; second by Vince Niski.

Motion passed unanimously on voice vote by the 6 Authority members present.

6) Authority Employee of the Quarter:

Julius Torralba was presented the award by Joscelyn Niski, Chairman of the EAG.

Bob Cole arrived at 1:08PM.

7) Approve Authority Resolutions:

None

8) Report by the CEO:

IT – Carl reported that Kaspersky Antivirus has been replaced with Bit-Defender. In October TriTech will be here to study Centralization. Ben Gairrett was instrumental in moving the Peterson AFB 911 calls to Cheyenne Mountain.

Training/QA – CSPD is currently attending refresher classes. The hiring process has started for the vacant QA position.

9) Reports by Standing Committees:

A - DRC/PSAP Managers Committee

Jesse Avery reported that Centralized CAD had been discussed as well as the progress being made on the Schoology project. A Project Management Course will be offered and there are five open slots for PSAP Managers. They also discussed upcoming classes and training. There were not any nominations for Telecommunicator of the 3rd Quarter so both 3rd and 4th Quarter winners will be decided in November.

10) Old Business:

A – Update Amendment 2 of the Restated IGA.

It was reported that twelve signature pages have been received. Twenty three are required for approval. It was discovered that some emails had been blocked by spam filters so they were resent individually.



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Brad Shannon arrived at 1:21 PM.

B - Policy 4.50 and Policy 4.39.

Carl updated the Authority that employee feedback has been incorporated into Policy 4.39. There will be further discussion and approval when the board approves all policies in 2018.

C - Update on CenturyLink ESINet.

Bob Cole reported that there should be a decision from the hearing officer by March 12, 2018. He will also be talking to other Authorities about possibly hiring a ‘Shared Expert’ that can assist in reviewing the application. Mr. Cole will keep the board updated on the process.

Joe Ribeiro gave an update on the NG911 subcommittee.

11) New Business:

A – Introductions of candidates for open Authority position, Diann Pritchard and James Michael Wiles.

Diann Pritchard of Cripple Creek PD and James Michael Wiles, former military and citizen introduced themselves to the board and spoke of their qualifications. A ballot was distributed and by a vote of 4 to 3, Diann Pritchard was selected as the new Authority Member representing Cities, Towns, US Military and Special Districts.

B – Audit Findings and Remediation.

Carl reported that there were two significant findings that need to be addressed. The first is holding checks and only depositing monthly. To alleviate this issue a remote deposit terminal can be obtained for \$50.00 per month so that weekly deposits can be made. The second finding concerns tracking capital assets and inventory management. A new inventory system that includes radio frequency identification stickers has been researched by staff that would make the inventory audits easier and take less time. It will be an item requested in the 2018 budget.

C – ESInet Gap Analysis.

Mission Critical has prepared an assessment. Peter Smith summarized the findings and recommendations. He stated that it is the basis for a roadmap to realize a NG911 environment.

D – Authority 2018 Budget Requests.

Facilities – Ben Bills was in attendance to present the request and to answer any questions. This request includes facilities maintenance charges as well as maintenance contracts.



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Joe Ribeiro left at 2:32 PM.

Technology IT/GIS – Peter Smith was in attendance to present the request and to answer any questions. The request includes funding for a new 911 phone system, new voice logger, Centralized CAD and relocation of the Teller County PSAP. It also includes training costs for IT and GIS staff.

Global PSAPs – Peter Smith presented the request which includes the funding for console cleaning requested by the PSAPs.

Training and Quality Assurance – John Lofgren was in attendance to present the request and to answer any questions. The request includes reoccurring costs and training costs for QA staff.

Public Education – Ben Bills was in attendance to present the request and to answer any questions. The request included funding for additional personnel to assist with public education and for PSAs.

Administration – Carl Simpson was in attendance to present the request and to answer any questions. The request includes reoccurring costs.

E – Moving November meeting to after Thanksgiving (November 29th).

It was proposed that the November Authority meeting be moved from November 22nd to November 29th due to the Thanksgiving holiday.

Motion was made by Pat Rigdon to vacate the November 22nd meeting and reschedule on November 29th; second by Miles DeYoung.

Motion passed unanimously on voice vote by the 6 Authority Members present.

12) Directors Comments:

None at this time.

13) Executive Session:

Not necessary.

14) Adjournment:

A motion was made by Derek Wheeler to adjourn the meeting; seconded by Miles DeYoung.

Motion passed unanimously on voice vote.



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Meeting was adjourned at 3:31 PM.

Submitted for Approval By:

Pat Rigdon, Authority Secretary