

El Paso – Teller County E9-1-1 Authority

June 24, 2009

Meeting Minutes

- Authority Members Present:** Ron Gibson, Michael Gower, Jim Grayson, Ken Moore, Bud Silloway and Robert Weller.
- Authority Members Absent:** Darin Anstine, Pete Carey and Marcus Woodward.
- Vacancies:** None.
- Other Personnel Present:** James Anderson, System Manager, Bob Cole, Legal Counsel and Christy Davis, Administrative Assistant.

1) Call to Order:

The June 24, 2009 regular session meeting of the El Paso – Teller E9-1-1 Authority was called to order at 2:03 PM by Chairman Robert Weller. The meeting was held in the E9-1-1 boardroom, located at 2350 Airport Road, Colorado Springs, Colorado.

2) Act on requests of Authority Members who have asked to be excused:

Darin Anstine and Pete Carey have asked to be excused.

Motion was made by Bud Silloway to excuse Darin Anstine and Pete Carey; second by Ron Gibson.

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

3) Introductions:

Introductions were not necessary at this time.

4) Public to be Heard:

No items were brought forth at this time.

5) Consent Calendar:

A - Approve the minutes of the May 27, 2009 Authority Meeting.

B - Approve the June 2009 financial statement and authorize payment of the monthly bills.

Motion was made by Jim Grayson to approve the consent calendar; second by Michael Gower.

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

6) Report by the System Manager:

Mr. Anderson reported that the Woodland Park PD mobile project was completed. There are now three agencies on mobile, El Paso County Sheriff's Office, Fountain Police Department and Woodland Park Police Department. It was discussed that Colorado Springs Fire would be asking for approximately 56 mobile licenses and that Fort Carson Police would be asking for 70 licenses for next year.

He also reported that the Next Generation 911 contract with Nine, One, One, Inc. had been signed by the Chairman and that the down payment for the system was included in the checks to be signed this month. So far, two meetings had been held at the 9-1-1 office. Another set of meetings will be scheduled so that each PSAP can meet individually with Nine, One, One, Inc. to talk about agency specific issues.

7) Approve Authority Resolutions:

No resolutions at this time.

8) Reports by Standing Committees:

A - PSAP Manager's Committee

Liz was on vacation so Mr. Anderson reported that the group had met last week and that Jerry Pope from Nine, One, One, Inc., had been available to discuss the old phone switches. It has to be determined if each agency would like to keep the old switches if some of their phones would still be using it or to provide information and pricing on the new phones that would be needed if they would like to transition to the new phone system.

It was also discussed that the final issue of CAD-to-CAD between Hitech and TriTech was identified. Since Hitech CAD uses a forward slash on intersections and TriTech uses ampersands it causes a conflict that needs to be reconciled.

The discussion regarding the CIT training did not happen because the presenter was unable to attend the meeting.

9) Old Business:

A - Further discussion of CSFD Smoke Trailer.

Mr. Anderson reported that the information regarding the acquisition of the smoke trailer was in the packets. The cost of insurance for the vehicle would be minimal and the CSFD agreed that it would continue to store the trailer for at least a year while other storing options were explored. In the past, the Fire Chiefs provided the "smoke" for the trailer so possibly they could do this again.

It was also discussed that AMR is donating an ambulance to the Authority that would be used as a mobile public education vehicle and could be used to haul the smoke trailer with a few modifications. AMR would be partnering with the Authority in this endeavor. The ambulance also has some body damage which will cost approximately three to four thousand dollars to repair and the vehicle will also be "re-skinned" so that the 9-1-1 logo could be included. It was mentioned that the money is already in the budget under "public education" to pay for any repairs or expenses since money will not be spent this year for PSAs. It was found that they were not very effective in getting the 9-1-1 message out to the public. There was also a possibility that AMR would continue to take care of the general maintenance and repair of the ambulance. Work will be done to write a MOU between the Authority and AMR and it should be available for review prior to the next meeting. The ambulance, which is a diesel, has been looked over by a mechanic and is mechanically sound at this time, but it was thought that it should be certified prior to the title change.

Motion was made by Ken Moore to accept the vehicle from AMR provided an MOU is in place and that the cap on repairs not exceed \$5000.00 without board approval; second by Ron Gibson.

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

Motion was made by Jim Grayson to accept the title of the smoke trailer from the CSFD with the understanding that they will provide storage for one year; second by Bud Silloway.

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

10) New Business:

A - Discussion of 2008 Draft Audit.

Mitch Downs of Osborne, Parsons & Rosacker was present at the meeting to summarize the budget and answer any questions the board might have. Mr. Downs thanked the Authority for engaging his firm and then he proceeded to say that the audit consists of four parts, the audit report, management discussion and analysis, financial statements and notes to the financial statements. He highlighted areas of interest in the audit and answered questions.

Authority members will have until July 10th to review the audit and to submit any changes or questions to Mr. Anderson or the auditor. The resolution approving the audit will come before the board at the July meeting.

B - Potential gifts for 9-1-1 Week.

Each year the 9-1-1 Authority board gives a token of appreciation to call takers and dispatchers in the two counties for 9-1-1 Day in September. Ben Bills has compiled a handout with three different gift options for consideration. A brief discussion concerning the appropriateness of giving such gifts took place. The legality of the gifts has already been addressed by former attorney Norm Palermo in a legal opinion.

Motion was made by Michael Gower to move forward on selecting an option for the annual item of appreciation to PSAP personnel; second by Bud Silloway.

Motion passed on voice vote with 3 ayes, 2 nays, 1 abstention and 3 not present.

Motion was made by Bud Silloway to purchase the lunch boxes only from Option 2 to distribute to PSAP personnel; second by Michael Gower.

Motion passed on voice vote with 3 ayes, 2 nays, 1 abstention and 3 not present.

11) Executive Session

Motion was made by Jim Grayson to enter into an Executive session in order to “conference with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions.” and “determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators.”; second by Ken Moore.

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

Regular session was recessed at 3:20 PM.

Regular session reconvened at 4:30 PM.

Motion was made by Michael Gower to direct the System Manager and Attorney to prepare an analysis of the Authority Board providing through personnel employed directly by the Authority Board those services now provided by JKA Consulting via contract; second by Ken Moore.

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

12) Adjournment:

A motion was made by Bud Silloway to adjourn the meeting; seconded by Ken Moore.

Motion passed unanimously on voice vote.

Meeting was adjourned at 4:33 PM.

Submitted for Approval By:

Michael Gower, Authority Secretary