

**El Paso – Teller County E9-1-1 Authority**

August 26, 2009

Meeting Minutes

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

**1) Call to Order:**

The August 26, 2009 regular session meeting of the El Paso – Teller E9-1-1 Authority was called to order at 2:01 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 Ron Gibson have asked to be excused.

Motion was made by Jim Grayson to excuse Darin Anstine and Ron Gibson; second by Michael Gower.

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

**3) Introductions:**

Audience members and the Authority Board introduced themselves.

**4) Public to be Heard:**

No items were brought forth at this time.

**5) Consent Calendar:**

**A - Approve the minutes of the July 22, 2009 Authority Meeting.**

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

Motion was made by Pete Carey to approve the consent calendar; second by Marcus Woodward.

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

**6) Report by the System Manager:**

One item that was not in the written report was that last Wednesday the CSPD lost 9-1-1 and phones. They were in the process of doing a phone cutover and somehow some phone cables had been disconnected and were not plugged into the phone switch. The outage lasted approximately one hour and twenty minutes. It was discussed that there should be procedures in place to ensure something like this could not happen again.

**7) Approve Authority Resolutions:**

**A - Resolution 09-10, A RESOLUTION REPEALING THE POLICY TO NOT FUND PSAP PERSONNEL AND RADIO EQUIPMENT.**

Motion was made by Ken Moore to approve the resolution; second by Marcus Woodward.

Motion passed unanimously on roll call vote with 6 ayes 1 nay and 2 not present.

**8) Reports by Standing Committees:**

**A - PSAP Manager's Committee**

Liz Brown reported that the CAD-to-CAD intersection issues were still being worked on. During the meeting a presentation was given on CIT training and Heatherlynn Scheirer of EPSO was chosen as the telecommunicator of the third quarter. Another issue that was discussed was that text to voice calls have been coming into some centers and because they can be hard to decipher and to figure out where the call is coming from there can be a delay in the response.

**9) Old Business:**

**A - 2009 Budget Packet.**

Mr. Anderson distributed the packet to Authority members. The packet includes the capital expenditure requests from the PSAPs and the most recent additions are a request for \$40,000 from Fountain PD for radio equipment and \$53,000 from Colorado Springs PD for CopLink. The contingency reserve fund has also been increased to the amount the Authority has requested. Authority members were reminded that before the budget is approved in November, there must be a budget description for the line item "Infrastructure Replacement". The tariff is set once a year and if it stays at the same amount the vendors we do not have to notified as they have been in the past. In November the resolutions setting the tariff and approving the budget will be approved.

Mr. Anderson explained that historically all the money in the budget has not ever been spent in a year and he will be watching the monthly income vs. expense next year to make sure it does not get out of balance.

In 2010 the building will be paid for so that should free up approximately \$389,000 per year in subsequent years. Regarding the transition of personnel from JKA employees to Authority Board employees, Jim will have more information at the September meeting. It is still unknown if Colorado Springs will be doing the payroll function for employees. After some discussion Authority members directed that the first choice would be for The City of Colorado Springs to serve as the provider of payroll services, but if this is not possible due to budget issues, to also formulate a "Plan B" where payroll is still done in house and PERA will be available. It was also discussed that there would be a PERA presentation at the October meeting. Jim will also be finding out what fees would be associated with having payroll done off site.

**10) New Business:**

There were no items for discussion.

**11) Executive Session:**

An executive session was not necessary.

**12) Adjournment:**

A motion was made by Bud Silloway to adjourn the meeting; seconded by Jim Grayson.

Motion passed unanimously on voice vote.

**Meeting was adjourned at 3:14 PM.**

**Submitted for Approval By:**

**Michael Gower, Authority Secretary**