



# AUTHORITY BOARD MEETING MINUTES

May 24, 2023      1:00 PM

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## **Authority Members Present**

Timothy De Leon, David Edmondson, Jessica Flohrs, Devin Graham, Andy James, Dean O’Nale, and Mike Wiles.

## **Authority Members Absent**

Pete Carey and Jeff Jensen.

## **Vacancies**

None.

## **Other Personnel Present**

Carl Simpson, CEO, and Bart Miller, Authority Counsel.

## **1. Call to Order**

A. The May 24, 2023, regular El Paso – Teller County 9-1-1 Authority Board meeting was called to order at 1:00 PM by Chair, David Edmondson.

**The meeting was a hybrid of in-person and remote.**

## **2. Act on requests of Authority Members who have asked to be excused.**

Pete Carey and Jeff Jensen have asked to be excused.

Dean O’Nale made a motion to excuse Peter Carey and Jeff Jensen; the motion was seconded by Andy James.

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

**3. Introductions.**

Introductions were made.

**4. Public to be Heard.**

No items were brought forth at this time.

**5. Consent Calendar.**

- A. Approve the minutes of the April 26, 2023, Authority Meeting.
- B. Approve the May 2023 Financial Statement and authorize payment of the monthly bills.

Andy James motioned to approve the Consent Calendar; Timothy De Leon seconded the motion.

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

**6. Approve Authority Resolutions.**

- A. None

**7. Report by CEO**

**Carl S** – Administration – Anniversaries – Justin Annan 6 years. Celebrations – Courtney Kinder completed Bachelor’s Degree. Financial Audit Underway – Stockman Kast Ryan and Company is working on the 2022 audit. Christy is managing the project and responding to requests. Annual Report – The 2022 Annual Report was completed and posted on the website. Hard copies are available at reception. MLTS Complaint - Renee Henshaw is still working on this.

Cripple Creek Police Dispatch Staffing – Because staffing levels at CCPD can no longer support 24/7 operations, Teller County Sheriff's Office will be providing dispatching services from 6PM to 6AM daily.

**Mary Beth K** - Human Resources – Performance Reviews – Employees have until May 31<sup>st</sup> to complete Review-Ups. The Performance Evaluation will begin June 1, 2023. Managers will meet with direct reports to complete the evaluation during a One on One. Bamboo – This is an ongoing project to ensure we utilize every available part of the program. Training – SAF training was completed. Jody will be working on a job related certification. Mother's Room – Mark has researched a location for a stationary pod for a Mother's room.

**Matt T** – I.T. – Jen Sexton Promotion – Jen Sexton has been promoted to IT Support Supervisor. PSAP Machine Migrations – PSAP workstations are being migrated to the new infrastructure. All sites are complete except EPSO. CSPD in The BUCC – Due to a power outage, dispatch operations were moved to the BUCC on May 16<sup>th</sup> for one shift. No issues were reported. Authority Email Change – We are changing the default/reply-to email addresses for Authority employees to @eptc911.org. Mail will continue to flow to @elpasoteller911.org for the foreseeable future. Authority Power Issue – We need to replace one of our main distribution breakers in the building. This will cause an outage building wide for approximately 1 hour. IT spaces and the BUCC will be unaffected. PPSC Tours – The IT Manager conducted 3 tours of the building for the Cybersecurity and Networking classes at Pike Peak State College last month.

**Matt T** – Station Alerting –Matt continues working with multiple fire departments to confirm connectivity and ensure firewall rules are in place. Awaiting delivery date for additional equipment from Westnet. ASAPtoPSAP – ASAPtoPSAP went live earlier this month. Feedback is good so far. The last and largest alarm company should come online within 30 days. PSAP Wellness – We continue to

work with Status Code 4 to offer additional wellness classes. We will be touching base with each PSAP to see if there are any outstanding or new wellness needs or training we can assist with. CAD Update – Test CAD was upgraded on May 17<sup>th</sup>. It fixed the outstanding P1 issue but caused others. Location Based Routing – All of the PSAPs will move to Location-Based Routing for T-Mobile callers on May 24<sup>th</sup>. We will monitor this transition. The next step is to engage AT&T and Verizon to make the same changes.

**John L** – Quality Assurance & Training – Five hundred and twenty seven calls were audited in April. Jennica has returned from maternity leave. PSAP Training – The most recent certification classes are wrapping up. The next set will begin in August. Two people from EPSO will be attending some web-based CIT training to see if it is something we want to deploy on a larger scale. We are also offering to send PSAP employee to the upcoming NENA classes that are being hosted in July in Aurora, Colorado. NENA CTO Training Class – We hosted a NENA CTO calss last week for 22 students. Ten students were from out of our area and six were representing several DoD sites. Conferences – The next conference is the National NENA conference, hosted near Dallas Fort Worth. Four PSAP employees are attending. BUCC Chair Replacement – This was moved from last year’s budget. Sixteen chairs have been replaced so far with 24/7 dispatch chairs. The remainder will be replaced shortly with another model of 24/7 dispatch chair. In other business, an additional AED has been purchased for the lobby, as well as tourniquets and other first aid equipment. We have also ordered Narcan and the staff will be trained by Dr. Bronsky on how this should be used in an emergency.

**Ben B** – Public Education – There were 36 presentations last month, reaching 1,399 people. The team attended a community meeting with CSFD safety fair to promote Peak Alerts and a vehicle showcase day with the 9-1-1 Mobile Classroom at the APCO/NENA State Conference in Loveland. Everbridge – PSAPs

sent five notifications. Notifications included law enforcement activity, road closures, and a HAZMAT incident. There are 90,652 accounts registered for Peak Alerts, an increase of 475. Everbridge continues to work to fix the IPAWS message-sending workflow issues. By the end of June, the workflow issues should be resolved. PulsePoint AED – Registered AEDs increased to 1,191. PSAs – Lamar Sign Company – Peak Alerts/Non-Emergency Number. Meto Mountain Transit – Peak Alerts/Non-Emergency Number. Colorado Springs Airport – Peak Alerts.

## **9. Reports by Standing Committee**

### **A. DRC/PSAP Managers Committee:**

John Lofgren reported the committee had been given all of the updates that the board had just received. They also discussed Net Exam which would help to monitor when certifications were due to expire on protocols. They took a head count of how many would be attending the upcoming NENA CMCP class and selected the Telecommunicator of the 2<sup>nd</sup> Quarter (Kaila Sanders for TCSO). They also talked about getting clarification from Dr. Bronsky on the aspirin diagnostic.

## **10. Old Business**

### **A. None.**

## **11. New Business**

### **A. None**

## **12. Director's Comments**

Dean O’Nale wanted to thank dispatch for the role they played in dealing with a power outage caused by weather and a HAZMAT incident. He also congratulated Courtney Kinder on her recent graduation.

**13. Adjournment**

Dean O’Nale motioned to adjourn the meeting, seconded by Andy James. The meeting was adjourned at 1:51 PM.

Submitted for Approval by Dean O’Nale, Authority Secretary.