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El Paso – Teller County 9-1-1 Authority

June 24, 2020

Meeting Minutes

Amended Budget Hearing

Due to COVID19, this meeting was held remotely via Zoom.

Authority Members Present:

Miles DeYoung, Ryan Parsell, Diann Pritchard, Joe Ribeiro, Pat Rigdon, Brad Shannon, Adrian Vasquez, Derek Wheeler, and Michael Wiles.

Authority Members Absent:

None.

Vacancies:

None.

Other Personnel Present:

Carl Simpson, CEO; Bart Miller, Authority Counsel; and Christy Davis, Administrative Assistant.

Members of the Public Present:

1) Call to Order:

The June 24, 2020, regular session meeting of the El Paso - Teller County 9-1-1 Authority Board was called to order at 1:03 PM by Chairman, Chief Miles DeYoung. The meeting was held remotely, via Zoom.

2) Act on Requests of Authority Members Who Have Asked to be Excused:

All Authority Members were in attendance.

3) Introductions:

Introductions were made.

4) Public to be Heard:

Nobody from the community wished to address the Board of Directors.

5) Consent Calendar:

A – Approve the minutes of the May 27, 2020, Authority Meeting.

B – Approve the June 2020 Financial Statement and authorize payment of the monthly bills.

A motion was made by Adrian Vasquez to approve the consent calendar; Joe Ribeiro seconded the motion.

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

6) Approve Authority Resolutions:

A – Resolution 20-04, *A RESOLUTION AMENDING THE ANNUAL BUDGET OF THE EL PASO – TELLER COUNTY EMERGENCY TELEPHONE SERVICE AUTHORITY (9-1-1 AUTHORITY) FOR THE BUDGET YEAR 2020.*

A motion was made by Pat Rigdon to approve the resolution; Ryan Parsell seconded the motion.

The motion passed unanimously on a roll call vote with nine ayes.

B – Resolution 20-05, *A RESOLUTION HONORING CHRISTINA HANNAN OF THE COLORADO SPRINGS POLICE DEPARTMENT AS TELECOMMUNICATOR OF THE FIRST QUARTER OF 2020.*

A motion was made by Brad Shannon to approve the resolution; Derek Wheeler seconded the motion.

The motion passed unanimously on a roll call vote with nine ayes.

C – Resolution 20-06, *A RESOLUTION HONORING SARA BAIRD OF THE WOODLAND PARK POLICE DEPARTMENT AS TELECOMMUNICATOR OF THE SECOND QUARTER OF 2020.*

A motion was made by Pat Rigdon to approve the resolution; Brad Shannon seconded the motion.

The motion passed unanimously on a roll call vote with nine ayes.

7) Report by the CEO:

Carl Simpson reported that some of the staff are still working remotely, some are at the office, and some do both. He also said that Dr. Bronsky is keeping staff informed on COVID19 status.

There will be a work session meeting in August to discuss the five-year plan, which will help with the formulation of the 2021 budget. Staff will be meeting remotely with PSAP Managers to discuss their requests for next year.

The back-up center was successfully activated twice in the last month, and at one point, both CSPD and EPSO were operating at the same time, sharing the same space.

The financial audit is nearing completion and will be included with the 2019 Annual Report.

Matt Towell reported that the new 9-1-1 call handling system is live at all agencies, and they are working on issues. They have sixty days until acceptance of the system. The CSPD furniture project is currently on hold. Funding is required from the City for the electrical work. The RFP for the Teller County furniture is being released next week. The plan is to have the staff move back into the renovated agency at the end of February.

Dan Ausec reported that the tactical map is being worked on by staff and should be ready for roll out soon. The upgrade of CentCAD is on hold while the new version is being tested.

John Lofgren reported that three weeks of training and certification classes had been completed, and the next set of classes will begin on July 13, 2020. The Q team has published five CDEs in June, and Cripple Creek's Police Protocol implementation is still on hold.

Ben Bills reported that they are working on enhancements to the website, specifically the home page and public education page. The studio remodel is in progress and will be used extensively for virtual learning programs for the schools and creating content for training.

There was a question regarding the status of the system analytics project. Carl would like two board members to volunteer to be on a small workgroup to define agency requirements. Derek Wheeler and Brad Shannon volunteered to participate.

8) Reports by Standing Committees:

A – DRC/PSAP Managers Committee

No meeting, no report.

9) Old Business:

None.

10) New Business:

A – Continued engagement of Collins, Cockrel & Cole.

Carl Simpson stated that this is just a housekeeping item to extend the contract with the law firm.

A motion was made by Derek Wheeler to continue engagement of Collins, Cockrel & Cole; Joe Ribeiro seconded the motion.

The motion passed unanimously on a roll call vote with nine ayes.

B – Approve revised Policy 7.3 Backup Communications Center.

The new activation amid the COVID 19 epidemic prompted the changes to the policy. It was discussed that in section 7.3.3.6, the language should be changed to “adhere to CDC guidelines or local public health recommendations.”

A motion was made by Pat Rigdon to approve the revised policy with the suggested change; Adrian Vasquez seconded the motion.

The motion passed unanimously on a roll call vote with nine ayes.

C – Change in accounting principles, using the previous year PERA report to measure current year liabilities in Annual Audit.

For the past three years, the annual audit has been submitted after the July 31 deadline due to the PERA report not being available until mid to end of July. To submit the audit on time, the auditor suggested using the previous year’s PERA report. This will result in a change in accounting principles and will require additional disclosures in the 2019 audit.

A motion was made by Derek Wheeler to approve the change in accounting principles to use the previous year PERA report to measure current liabilities; Michael Wiles seconded the motion.

The motion passed unanimously on a roll call vote with nine ayes.

11) Director’s Comments:

Brad Shannon wanted to thank Carl and his team for assistance in moving EPSO to the back-up center.

It was discussed that a meeting regarding PSAP analytics has not yet been scheduled. Carl will work on making that happen in the next couple of weeks.

Miles commented on the “letters shared” email that gave kudos to Jen Sexton and her excellent customer service.

12) Executive Session:

Not necessary.

13) Adjourn:

A motion was made by Pat Rigdon to adjourn the meeting: Adrian Vasquez seconded the motion.

The motion passed unanimously on a roll call vote with nine ayes.

The meeting was adjourned at 1:53 PM.

Submitted for Approval By:

A handwritten signature in black ink, appearing to read 'PR', is written over the text 'Submitted for Approval By:'. The signature is fluid and cursive.

Pat Rigdon, Authority Secretary