



AUTHORITY BOARD MEETING MINUTES

July 28, 2021

1:00 PM

Authority Members Present

Andy James, Diann Pritchard, Joe Ribeiro, Pat Rigdon, Adrian Vasquez, Derek Wheeler and Michael Wiles.

Authority Members Absent

Ryan Parsell.

Vacancies

Representative for Teller County.

Other Personnel Present

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

Members of the Public Present

1. Call to Order

- A. The July 28, 2021, regular session meeting of the El Paso - Teller County 9-1-1 Authority Board was called to order at 1:00 PM by Vice Chair, Derek Wheeler. **The meeting was a hybrid of in person and remote.**

2. Acts of Requests of Authority Members Who Have Asked to be Excused:

- A. No members have asked to be excused.

3. Introductions

- A. Roll call was taken for Authority Members. Ryan Parsell was not in attendance.

4. Public to be Heard:

- A. The Authority employee of the Second Quarter – Justin Annan presented the award to Dan Ausec for his work on the Centralized CAD project.

5. Consent Calendar

- A. Approve the minutes of May 26, 2021, Authority Meeting.
- B. Ratify – Approve the June 2021 Financial Statement and authorize payment of the monthly bills.
- C. Approve the July 2021 Financial Statement and authorize payment of the monthly bills.

Pat Rigdon made a motion to approve the Consent Calendar; Andy James seconded the motion.

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

6. Approve Authority Resolutions

- A. Resolution 21-06, A RESOLUTION ACCEPTING THE 2020 AUDIT OF THE EL PASO – TELLER COUNTY EMERGENCY TELEPHONE SERVICE AUTHORITY (AUTHORITY) AS SUBMITTED BY STOCKMAN, KAST RYAN & CO, LLP.

Steve Hochstetter and Courtney Vance of Stockman, Kast Ryan & CO, LLP summarized the results of the audit for the board.

Adrian Vasquez made a motion to approve the resolution; it was seconded by Mike Wiles.

The motion passed unanimously with a roll call vote with seven ayes and one not present

- B. Resolution 21-07, A RESOLUTION HONORING DEREK MITZNER OF THE COLORADO SPRINGS POLICE DEPARTMENT AS TELECOMMUNICATOR OF THE SECOND QUARTER 2021.

Andy James made a motion to approve the resolution; it was seconded by Diann Pritchard.

The motion passed unanimously with a roll call vote with seven ayes and one not present.

7. Report by CEO

Carl S – Work Anniversaries: Jen Sexton – 3 years. The Authority staff continues to work a hybrid schedule with three core days in the building. The Authority is working with representatives from other agencies to encourage hiring of military spouses in the PSAPs. An ASL Public Educator (temporary part-time position) will be hired as soon as a qualified candidate is identified. BambooHR will be utilized for new hires and the onboarding process. Employees attended Harassment Prevention Training in June. There was an additional one-hour session for Managers. An Ergonomics training and assessment was also conducted this month. SOPs are being updated to include: 2.13 Smoking Policy, 5.4 Time off for Voting, and 40.1.1 Motor Vehicle Report.

Finance – The FCC is still soliciting comments to guide Congress in developing the acceptable use of 9-1-1 surcharge fees. The 2022 Budget process has begun

with discussions with PSAPs about their 2022 requests. **August meeting** – PSAPs will submit 2022 budget requests. **September meeting** – Authority managers will submit 2022 budget requests. **October meeting** – Workshop following regular meeting to discuss 2022 draft budget. **November meeting** – Approval of the 2022 budget.

Matt T – The design and layout of the EPSO monitor upgrade has been finalized and the work is scheduled for early August. EPSO dispatch staff will move to the BUCC while work is being conducted. Teller County dispatch moved into their newly remodeled center on June 30. Six new radios have been installed in the BUCC for use when two agencies are working simultaneously. The SharePoint migration has been completed successfully. Call Handling – The 60-day system acceptance will begin soon.

Dan A – First Watch – Phone Analytics integration has been completed, work continues the Academy Analytics integration and integration with CSPD CAD. The GIS resource webpage project is completed. TACMAP 2.0 is being tested at FTC and WPPD. CentCAD is still awaiting resolution of the last P1 issue. The second of three ASIST Suicide Prevention classes were held in July. The beta trial of the ResilientFirst program is in progress and initial feedback has been good. PSAP Wellness equipment has been purchased for several sites. This includes, Vitamin D lights, space saving treadmill and core stabilization equipment.

John L – John wanted to recognize Carl’s 6-year anniversary at the Authority. 753 calls were audited in June. The next round of certification classes begins in September. Authority employees attended CPR/First-Aid training as well as time management training. The next NENA CTO class is August 30 – September 1. Cripple Creek implemented the Police Protocol on July 1.

Amanda L – The team attended six community events in June and July, reaching over 1200 people. The 9-1-1 Mobile Classroom is back in service after maintenance, repairs and cleaning. A contract was signed with LION to replace all computer, switching and remote-control equipment. Work will begin in September. Podcasts for June and July include: Ben Gairrett, Amanda Lindgren, Diann Pritchard, and Caryn Demarco. Everbridge – Training was conducted for TCSO. A notification sent by EPSO reached 43,000 people. Text messages were received within 20 seconds and the entire notification process finished in 18 minutes and 19 seconds. Public Service announcements promoting Peak Alerts have been going to Woodland Park and the Teller County Region.

8. Reports by Standing Committee

A. DRC/PSAP Managers Committee:

Dana Heckman reported that Managers gave updates on projects and upcoming training. Dr. Bronsky gave an update on new CDC recommendations on Covid-19.

9. Old Business

A. Teller County Efficiency Study:

Bonnie Maney of Mission Critical Partners stated that they are in the process of wrapping up the report. She explained some of the methodology and considerations. If the agencies consolidate, the recommendation is that the center would be governed by an independent entity or authority. CentCAD would need to be more fully utilized. It was discussed that the facility at Teller County could house all agencies and the Woodland Park facility, if expanded, could serve as a backup. All three agencies would need to participate for it to be feasible. The findings of the report will be presented to the stakeholders at each agency and then to the board.

10. New Business

- A. Policy 7.3, Back up Communications Center.
Minor changes were made to wording and sections addressing activation of badges and deactivation process were added.

- B. Policy 8.1, Emergency Responder Map Book & Wall Maps.
Updates include standardizing format and processes.

- C. Authority Board of Directors Officer Elections.
Nominations were open for the vacant Chairman position.
A motion was made by Pat Rigdon to nominated Derek Wheeler; the motion was seconded by Mike Wiles.
The motion was approved unanimously on voice vote.

Nominations were open for the now vacant Vice Chair position.
A motion was made by Mike Wiles to nominate Joe Ribeiro; the motion was seconded by Pat Rigdon.
The motion was approved unanimously on voice vote.

Pat Rigdon will retain the office of Secretary and Diann Pritchard will retain the office of Treasurer.

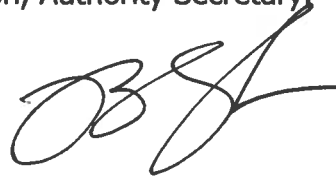
11. Director's Comments

Diann Pritchard reported that the radio upgrade at Cripple Creek will go live on August 1. She would also like to be excused from August meeting.

12. Adjournment

Pat Rigdon made a motion to adjourn the meeting, seconded by Andy James.
The meeting was adjourned at 2:35 PM.

Submitted for Approval by Pat Rigdon, Authority Secretary

A handwritten signature in black ink, appearing to be 'PR', written in a cursive style.