



## AUTHORITY BOARD MEETING MINUTES

October 25, 2023, 1:00 PM

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### **Authority Members Present**

Pete Carey, Tim De Leon, David Edmondson, Jessica Flohrs, Devin Graham, Andy James, Jeff Jensen, Mike Wiles and Michelle Wolff.

### **Authority Members Absent**

None.

### **Vacancies**

None.

### **Other Personnel Present**

Carl Simpson, CEO; Bart Miller, Legal Counsel; and Christy Davis, Executive Admin Assistant.

### **1. Call to Order**

- A. The October 25, 2023, regular El Paso – Teller County 9-1-1 Authority Board meeting was called to order at 1:00 PM by Chair, Dave Edmondson.  
**The meeting was a hybrid of in-person and remote.**

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

All Board Members were in attendance.

**3. Introductions.**

Introductions were made.

**4. Public to be Heard.**

Courtney Kinder presented the Employee of the Quarter award to Mary Beth King.

**5. Consent Calendar.**

- A. Approve the minutes of the September 27, 2023, Authority Meeting.
- B. Approve the October 2023 Financial Statement and authorize payment of the monthly bills.

Jeff Jensen motioned to approve the Consent Calendar; Pete Carey seconded the motion.

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

**6. Approve Authority Resolutions.**

- A. *A RESOLUTION HONORING TYLER COMBS OF THE COLORADO SPRINGS POLICE DEPARTMENT AS TELECOMMUNICATOR OF THE THIRD QUARTER 2023.*

Mike Wiles motioned to approve the resolution; Pete Carey seconded the motion.

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

## 7. Report by CEO

**Carl S** – Administration – Anniversaries – Christy Davis, 25 years; Joscelyn Niski, eight; and Jennica Elwell, six years. Promotions – Joscelyn Niski – Quality Manager, Brandie Skarloken – Senior Quality Assurance Analyst, Preston Pennington – Senior Quality Assurance Analyst. BOCES Partnership – We have partnered with BOCES to provide ETC training for the School of Excellence Program. Applicants ' successful completion of the course will qualify them to apply for entry-level call taker and dispatch positions in the region.

Representatives from BOCES are auditing the current ETC class. Draft Succession Plan Reviewed – The Draft Succession Plan has been distributed to the management team for review. AED and PulsePoint – Stein Bronsky spoke to the board on the importance of continuing work to have a complete registry of all AEDs in the two counties. He is supportive of Jianna continuing her work on the project. The board wants monthly reports on AED usage, corresponding to the medical protocols. It was discussed that Dr. Bronsky was investigating applying for grants to purchase AEDs.

**Mary Beth K** – Human Resources- Training – Employers Council will provide online Sexual Harassment training to staff in November. Online training opportunities will continue to be available in 2024. Succession Planning – Meetings will occur with departments to develop the succession plan. This will be compiled, drafted, and reviewed before approval. Benefits and Open Enrollment – We are meeting with our broker next week to discuss options and begin Open Enrollment. The goal is to have enrollment completed before the Thanksgiving holiday.

**Matt T** – I.T. – VMware Upgrades - We have updated our infrastructure to the recommended versions of VMware, and all adjunct software has been updated to compatible versions. AQUA and ProQA Upgrades – We have completed a large version upgrade to all Priority Dispatch protocols. Network Switch Upgrade – A

network switch upgrade was completed at Peterson. Hard Drive Shredder Purchase – Due to the recent CJIS audit, a hard drive shredder was purchased to simplify our data destruction process and keep us compliant with CJIS requirements. This is available to City and County IT if they would like to utilize it.

**Dan A** – Station Alerting –Dan attended the Pikes Peak Fire Chiefs Council and updated them on the project's status. Connectivity testing from the interface to MCUs in the installed stations will start soon. We are still working on 3 FDs on VPN connectivity. Verizon Location-Based Routing – This was enabled on Monday, October 2. Testing determined that the age of the device appeared to affect the use of LBR significantly. Older devices regularly use traditional tower-based routing. CAD Update – We updated our test version from 22.3.7 to 22.3.8, the latest available version. PSAP Wellness – The next class is scheduled for November 15-16. We will be working with Burnalong to do a Re-Kickoff for their mobile product in December to reach out to newer PSAP employees. GIS Update – The next update is on November 6. Justin attended an ESRI training last month focusing on creating ArcGIS Dashboards. This technology was used to develop the AED dashboard.

**Joscelyn N** – Quality Assurance & Training – Six hundred and fifty calls were audited in September. PSAP Training – The ETC class started this week with 20 employees, including BOCES representatives. CDEs- Three CDEs were published this month.

**Ben B** – Public Education – The team conducted 35 presentations and reached 1,401 students. Fountain Fire Department held a 9-1-1 Hero Award ceremony on Friday, October 6<sup>th</sup>. Everbridge – PSAPs sent 21 notifications. Notifications included law enforcement activity, missing persons, evacuation notices, and visible smoke. There are 94,329 accounts registered for Peak Alerts, an increase

of 1,076. A Wireless Emergency Alert (WEA) and Emergency Alert System (EAS) test was conducted on October 4<sup>th</sup> at 12:20 PM. The Authority did one media interview with KOAA 5 regarding Peak Alerts and IPAWS. The PPROEM conducted an exercise in Teller County. This included a test of Peak Alerts to 800 residents. AED – Registered AEDs increased to 1,280 AEDs. PSAs – Lamar Sign Company – Peak Alerts/Non-Emergency Number. FOX21 – Peak Alerts/Non-Emergency Number. Colorado Springs Airport – Peak Alerts. CC Hockey – Peak Alerts. Direct Mail – PulsePoint AED Registry.

**9. Reports by Standing Committee**

- A. DRC/PSAP Managers Committee:  
No meeting, no report.

**10. Old Business**

- A. None.

**11. New Business**

- A. Move the November meeting from November 22<sup>nd</sup> (the day before Thanksgiving) to November 29<sup>th</sup>.  
Mike Wiles made a motion to move the meeting; the motion was seconded by Michelle Wolff.

The motion passed unanimously on a voice vote.

**12. Director's Comments**

There were not any comments at this time.

### **13. Adjournment**

Mike Wiles motioned to adjourn the meeting, seconded by Michelle Wolff. The meeting was adjourned at 2:08 PM.

Submitted for Approval by Mike Wiles, Authority Secretary.