

El Paso – Teller County E9-1-1 Authority

February 25, 2009

Meeting Minutes

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

1) Call to Order:

The February 25, 2009 regular session meeting of the El Paso – Teller E9-1-1 Authority was called to order at 2:00 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, Pete Carey and Marcus Woodward have asked to be excused.

Motion was made by Michael Gower to excuse Darin Anstine, Pete Carey and Marcus Woodward; second by James Grayson.

Motion was approved unanimously on voice vote by the 6 Authority Members present.

3) Introductions:

No introductions were needed at this time.

4) Public to be Heard:

There were no items brought forth at this time.

5) Consent Calendar:

A - Approve the minutes of the January 28, 2009 Authority Meeting.

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

Motion was made by Bud Silloway to approve the consent calendar; second by Ron Gibson.

Motion passed unanimously on voice vote by the 6 Authority Members present.

6) Report by the System Manager:

Mr. Anderson reported that the CSPD had been having problems with their ANI/ALI not displaying correctly Saturday afternoon. It was discovered that there was a faulty T1 line between Intrado and Colorado Springs.

7) Approve Authority Resolutions:

A - Resolution 09-05, A RESOLUTION RECOGNIZING THE PAST SERVICE OF PAUL ZANI TO THE EL PASO – TELLER COUNTY ENHANCED 9-1-1 AUTHORITY.

Motion was made by Ron Gibson to approve the resolution; second by Ken Moore.

Motion passed on roll call vote with 6 ayes and 3 not present.

Mr. Zani was present to accept his award of appreciation from the Authority.

B - Resolution 09-06, A RESOLUTION AUTHORIZING THE ISSUANCE OF THE AUTHORITY INSURANCE COVERAGE FOR ONE YEAR (MARCH 2009 – MARCH 2010) WITH VFIS AT A COST OF \$20,138.00.

Motion was made by Michael Gower to approve the resolution; second by Bud Silloway.

Motion passed on roll call vote with 6 ayes and 3 not present.

- C - Resolution 09-07, *A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING AMONG EL PASO – TELLER COUNTY ENHANCED 9-1-1, COLORADO SPRINGS UTILITIES, AND EL PASO COUNTY COLORADO, THE PARTICIPATING AGENCIES OF THE PIKES PEAK GEOSPATIAL ALLIANCE, TO ACQUIRE DIGITAL ORTHORECTIFIED IMAGERY IN 2009.*

Motion was made by Michael Gower to approve the resolution; second by Ken Moore.

Motion passed on roll call vote with 6 ayes and 3 not present.

Mr. Anderson reported that there had originally been five participants in the alliance, but that due to budget restraints, Teller County and Colorado Springs City GIS had pulled out.

8) Reports by Standing Committees:

A - PSAP Manager's Committee

Liz Brown reported that the CAD-to-CAD issues between CSPD and other agencies were reduced to "call type", and that it should be resolved soon. She said that the EMSystems Manager had spoken to the group about notifications to hospitals and other issues. She stated that the Sheriff's Office would be hosting CTO training and that personnel from other agencies would be able to attend for a fee.

Liz announced that she had nominated Chris Bragg (9-1-1 office IT dept.) for the APCO Technician of the Year award. This is at a local level but it is possible he could be considered at the National level as well.

Liz also said that a call received at the Sheriff's Office was submitted to the "Call 9-1-1" television show and that if all parties gave their consent, it would be broadcast along with other calls Liz had compiled.

9) Old Business:

A - CPR funding request.

Kathy Prudhomme reported that since last year's request for funding, 800 children had been trained and that a life had been saved, thanks to this training. She would like to request that the Authority donate another \$3000.00 to purchase kits for this year's training.

Motion was made by Michael Gower to approve the request for a \$3000.00 donation to purchase CPR training kits; second by Bud Silloway.

Motion was unanimously approved on voice vote by the 6 Authority members present.

The Authority Board will be given another update at the end of the school year.

10) New Business:

A - CEO luncheon and presentation.

Mr. Anderson stated that a presentation had been given to CEOs over 6 years ago and he felt that it was again time to share information. He would like to invite the CEOs and PSAP Managers of each agency to a luncheon. He would also like to give a presentation about the history of the system and where it is going in the future. He would like direction from the Authority to see if this is something that they feel is worthwhile so that the planning of the event can begin.

There were no objections from the Authority Members and Mr. Anderson will be contacting the attorney to make sure that the get together would not violate the Sunshine Law since it was likely that more than three board members would be in attendance.

B - Medical Priority income and option for usage.

Mr. Anderson said that the training staff is currently bringing in extra income for the Authority when students from outside agencies are trained here. Last year that amount totaled approximately \$3500.00. Mr. Anderson asked if the Authority had any objections to using this money to purchase doughnuts and coffee and other refreshments for the training classes.

There were no objections voiced by Authority members.

It was also discussed that Policy 4.23 was being revised to include the utilization of unused conference funds and slots by other interested agency personnel. The draft of this policy will be in the March packets.

C - Discussion of “paperless” Authority information distribution.

If there are not any objections from Authority members, the information usually mailed out will be available online or will be emailed to save the cost of mailings each month. Some members would like to still have the materials on the table at the board meeting in addition to receiving it digitally. April will be the first month the information will not be mailed.

D - Discussion of Policy 4.38 (Same Day Travel)

A policy concerning same day travel will be on the March consent calendar. Some points of discussion were an allowance for bad weather travel in case someone got stranded, if mileage should be specified, to find out what the IRS per diem specs are, and if mileage is reimbursable.

E - Request of two laptop computers from Teller County SO.

A letter was submitted by the Teller County Sheriff’s office requesting two laptop computers for use in the mobile command post. In the past, laptop computers have not been funded for agencies due to their frailty. It was discussed that if laptops were purchased for one agency the board should be prepared for other agencies to make the same request.

A motion was not made to approve the request so the request was denied.

Mr. Anderson said he would put Teller County in touch with the South Central Region to see if they could get funding through that avenue.

F - Back Up Communications Center Upgrades.

The purchase of six additional radio positions would enable the Authority Back Up Communications Center to host any agency with a higher degree of fall back, in the event of a disaster or failure of equipment.

Mr. Anderson reported that a quote for radio equipment had been included in the board packets. He has been talking to Randy Bell of the City Radio Shop, and was able to get an excellent deal on equipment that they bought for the CSPD back-up center that they are unable to afford to build at this time. The cost for 6 radio positions is \$25,000.00 with the actual value being much higher.

Mr. Anderson said there was money in the contingency reserve to cover the cost of the equipment if it was the desire of the board to move forward. There will also be additional costs in maintenance and users fees. There was discussion and questions regarding the PPRCN and its governing bodies, EPSO and CSPD, and if we have their approval to purchase the equipment and also the costs and the responsibilities of the infrastructure. It was discussed that PPRCN should be approached to decide how to move forward and then the request would come back to the board for official approval for the purchase.

Motion was made by Michael Gower to approve the purchase and installation of the radios, contingent upon approval by the PPRCN and its governing bodies; second by Jim Grayson.

Motion passed unanimously on voice vote by the 6 Authority Members present.

G - RFI returns on NG911

Mr. Anderson reported that he had gotten feedback from some of the PSAP Managers and they do not want to have to add an additional computer at each position as two of the vendors specified. Because of this it was decided that the other two vendors be asked for further information regarding compatibility to work with existing software and to possibly set up a demo so that PSAP Managers and personnel can evaluate the products. Mr. Anderson will be contacting the attorney to confirm that it was alright to proceed with only two of the four vendors.

11) Executive Session

Not necessary.

12) Adjournment:

A motion was made by Bud Silloway to adjourn the meeting; seconded by Michael Gower.

Motion passed unanimously on voice vote.

Meeting was adjourned at 3:31 PM.

Submitted for Approval By:

Michael Gower, Authority Secretary