

El Paso – Teller County E9-1-1 Authority

November 25, 2009

Meeting Minutes

Authority Members Present: Darin Anstine, Pete Carey, Ron Gibson, Michael Gower, Jim Grayson, Ken Moore, Bud Silloway, Robert Weller and Marcus Woodward.

Authority Members Absent: None.

Vacancies: None.

Other Personnel Present: James Anderson, System Manager, Robert Cole, Legal Counsel and Christy Davis, Administrative Assistant.

1) Call to Order:

The November 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:

All Authority Members were present.

3) Introductions:

Introductions were not needed at this time.

4) Public to be Heard:

No items were brought forth at this time.

5) Consent Calendar:

- A - Approve the minutes of the October 28, 2009 Authority Meeting.**
- B - Approve the November 2009 financial statement and authorize payment of the monthly bills.**

Michael Gower requested that Item 5A be pulled from the consent calendar to make a clarification regarding the specific statute and reason the Board went into executive session during that meeting.

Motion was made by Pete Carey to approve item 5B of the consent calendar; second by Marcus Woodward.

Motion passed unanimously on voice vote by the 9 Authority Members present.

After amending the minutes to reflect that the executive session was called in regard to the proposed System Manager contract, the following motion was made:

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

Motion passed unanimously on voice vote by the 9 Authority Members present.

6) Report by the System Manager:

Mr. Anderson reported the NG911 software was installed in the backup center and agencies are free to stop by and see it. Also a letter had been received from the Fountain police chief asking that the board reconsider its decision to not fund radio equipment.

7) Approve Authority Resolutions:

- A - Resolution 09-15, A RESOLUTION ESTABLISHING THE RATE OF TARIFF FOR EMERGENCY TELEPHONE SERVICE FOR EL PASO - TELLER COUNTY ENHANCED 9-1-1 FOR THE CALENDAR YEAR 2010.**

Motion was made by Pete Carey to approve the resolution; second by Marcus Woodward.

Motion passed on a roll call vote with 9 ayes.

- B - Resolution 09-16, A RESOLUTION AUTHORIZING AFFILIATION OF THE EL PASO – TELLER COUNTY EMERGENCY TELEPHONE AUTHORITY WITH THE COLORADO PUBLIC EMPLOYEES’ RETIREMENT ASSOCIATION.**

Motion was made by Michael Gower to approve the resolution; second by Darin Anstine.

Motion passed on a roll call vote with 9 ayes.

- C - Resolution 09-17, A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR THE EL PASO – TELLER COUNTY EMERGENCY TELEPHONE SERVICE AUTHORITY (EL PASO – TELLER COUNTY 9-1-1 AUTHORITY) FOR THE BUDGET YEAR 2010 AND APPROPRIATING SAID BUDGET TO THE LINE ITEMS IN THE HERETO ATTACHED BUDGET.**

It was discussed that some NG911 costs were added to the 2010 budget because the funds were not expended in 2009. The request for radio equipment from Fountain was also discussed and it was determined that the board could not afford to start funding radios and radio equipment as there are 30 radio positions system-wide and other requests would have to also be honored.

There was some discussion about earmarking the “infrastructure replacement” line possibly funding an addition to the current 9-1-1 administration building. Some board members did not feel that an addition is needed. There were also questions about Colorado Springs Initiative 300, and its implications on the funding of call takers. It was the consensus of the group that the 4 million dollar reserve be used for infrastructure replacement, with no reference to construction of a building addition.

Motion was made by Moore to delete the text “See budget description” and “Money committed by the Board for addition on building and equipment replacement” from the attached budget spreadsheets; second by Gibson.

Motion approved on voice vote with 7 ayes and 2 nays.

Motion was then made by Pete Carey to approve the amended budget and budget resolution; second by Bud Silloway.

Motion passed on a roll call vote with 9 ayes.

D - Resolution 09-18, A RESOLUTION AUTHORIZING THE CHAIRMAN OF THE AUTHORITY TO SIGN A SYSTEM MANAGER EMPLOYMENT AGREEMENT WITH JAMES M. ANDERSON.

Motion was made by Darin Anstine and seconded by Ron Gibson; for the Board to enter into an executive session pursuant to Section 24-6-402(4)(e), C.R.S. to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators regarding the proposed System Manager Employment Contract with Jim Anderson, with the Board, its legal counsel and Mr. Anderson in attendance for the executive session.

Motion passed on voice vote with 7 ayes and 2 nays.

Regular session was recessed at 2:57 PM.

Regular session reconvened at 3:53 PM.

Motion was made by Michael Gower to approve the resolution with the proposed changes in the contract of providing mileage reimbursement instead of a car and that upon termination sick time and vacation time would be paid out per policy at the time of termination; second by Bud Silloway.

Motion passed on roll call vote with 9 ayes.

8) Reports by Standing Committees:

A - PSAP Manager's Committee

Liz Brown had nothing to report.

9) Old Business:

A - Authorization to post for Quality Assurance Position.

Mr. Anderson stated that although the EPSO was going to start doing their own Qs, the CSPD would like 100 more calls a month to be Q'd. They feel that would be a better representation of their total call volume.

Each QA analyst would do 250 calls each per month. The job announcement will be posted on the website and sent to the PSAP Managers. All resumes must be received by December 11th and interviews will be conducted the following week. It was proposed that the interview panel be comprised of both 9-1-1 staff and possibly a couple PSAP Managers.

Motion was made by Darin Anstine to direct the System Manager to post for filling the QA position; second by Pete Carey.

Motion passed unanimously on voice vote by the 9 Authority Members present.

B - Ratification and approval of actions taken to set up employees.

- 1) Payroll
- 2) Insurance – Workers Comp and Liability
- 3) Health Coverage

Mr. Anderson outlined the transition process and said that he would continue to pay the health coverage premiums for the first quarter of 2010 while other health plans and options were being presented and explored. Plan options will be presented to the Authority board at the February meeting so that the new coverage can begin on April 1st.

10) New Business:

A - CSPD reallocation of 2009 funds.

A letter from Tina Young and Scott Campbell was submitting requesting that unused funds in their 2009 budget be used to pay for work done by Hitech to accommodate changes in CBI that resulted in a loss of functionality. It was discussed that an invoice must be submitted by December 10th so that it can be paid this year. Mr. Anderson also informed the board that when documentation for CopLink was received that would be paid for also.

B - AMR Ambulance.

There was still no forward progress on obtaining the donated AMR ambulance, even seven months later. He will be submitting a proposal for action to the Board.

11) Executive Session:

The executive session took place earlier in the agenda.

12) Adjournment:

A motion was made by Ron Gibson to adjourn the meeting; seconded by Bud Silloway.

Motion passed unanimously on voice vote.

Meeting was adjourned at 4.10 PM

Submitted for Approval By:

Michael Gower, Authority Secretary