



## AUTHORITY BOARD MEETING MINUTES

January 27, 2021 1:00 PM

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### **Authority Members Present**

Miles De Young, Ryan Parsell, Diann Pritchard, Joe Ribeiro, Pat Rigdon, Adrian Vasquez, Derek Wheeler, and Michael Wiles.

### **Authority Members Absent**

None.

### **Vacancies**

One.

### **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 January 27, 2021 regular session meeting of the El Paso - Teller County 9-1-1 Authority Board was called to order at 1:01 PM by Chairman Chief Miles De Young. **The meeting was held remotely.**

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

- A. All Authority Members were in attendance.

**3. Introductions**

- A. Introductions were unnecessary.

**4. Administer Oath of Office**

- A. Andy James was administered the Oath of Office by Chairman Miles De Young, filling the vacant Officer position.

**5. Consent Calendar**

- A. Approve the minutes of the November 18, 2020 Authority Meeting.
- B. Ratify – Approve the December 2020 Financial Statement and authorize payment of the monthly bills.
- C. Ratify – The CEO is hereby appointed Authority Budget Officer for the year 2021.
- D. Ratify – The Custodian of Authority Records for 2021 shall be the CEO, and all records shall be stored at 2350 Airport Road, Colorado Springs, Colorado, 80910.
- E. Ratify – The locations for posting the Board Meeting agenda for Authority meetings are: Teller County Sheriff’s Office, 9-1-1 Administrative building, and the 9-1-1 website.
- F. Approve the January 2021 Financial Statement and authorize payment of the monthly bills.

A motion was made by Pat Rigdon to approve the Consent Calendar; the motion was seconded by Adrian Vasquez.

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

## 6. Approve Authority Resolutions

- A. **Resolution 21-01.** *A RESOLUTION RECOGNIZING THE PAST SERVICE OF BRAD SHANNON TO THE EL PASO – TELLER COUNTY 9-1-1 AUTHORITY.*

A motion was made by Derek Wheeler to approve the resolution; the motion was seconded by Ryan Parsell.

The motion passed unanimously on a roll call vote with nine ayes by the Authority members present.

- B. **Resolution 21-02.** *A RESOLUTION HONORING ERIN KELLEHER OF THE EL PASO COUNTY SHERIFF'S OFFICE AS TELECOMMUNICATOR OF THE THIRD QUARTER 2020.*

A motion was made by Andy James to approve the resolution; the motion was seconded by Pat Rigdon.

The motion passed unanimously on a roll call vote with nine ayes by the Authority members present.

- C. **Resolution 21-03.** *A RESOLUTION HONORING TAMMIE LOWELL OF THE CRIPPLE CREEK COMMUNICATIONS DEPARTMENT AS TELECOMMUNICATOR OF THE FOURTH QUARTER 2020.*

A motion was made by Diann Pritchard to approve the resolution; the motion was seconded by Mike Wiles.

The motion passed unanimously on a roll call vote with nine ayes by the Authority members present.

D. **Resolution 21-04.** *A RESOLUTION HONORING CHRISTINA HANNAM OF THE COLORADO SPRINGS POLICE DEPARTMENT AS TELECOMMUNICATOR OF THE YEAR 2020.*

A motion was made by Adrian Vasquez to approve the resolution; the motion was seconded by Ryan Parsell.

The motion passed unanimously on a roll call vote with nine ayes by the Authority members present.

**7. Report by CEO**

Carl S – Employees continue teleworking, in-office working, or hybrid schedules. The Strategic Plan is in development. Dashboards will soon include expenses. Mission Critical will be starting the Teller County Efficiency study soon. The 2020 Annual Report will be available for review in March.

Lisa R – Reviewing Authority policies for compliance to newly enacted human resource laws. Lisa conducted a review of job descriptions for FSLA compliance. The sick leave policy revised and ready for approval.

Matt T – Additional door alarm monitors have been installed. Wi-Fi access has been upgraded. Teller County should be able to move into their upgraded center in mid-March. CSPD remodel went well with few issues. Final issue resolutions are being completed on the telephone phone system.

Ben G – IT is working with an engineer on 911 HD, March is the target for implementation. Station Alerting – vendor questions are being addressed.

Discussions with representatives from Peterson AFB and Cheyenne Mountain are occurring about the feasibility of integration of the two centers.

Facilities – A deep cleaning of the backup center was conducted following CSPD moving back into their center. Some improvements are being implemented in the BUC due to feedback from the activation. The HVAC system is still undergoing some adjustments.

Dan A – Core team has been identified to discuss the PSAP Wellness Program. They are identifying needs and setting goals. CentCAD – the last item is being addressed prior to system acceptance. There is interest in implementing driver's license scanners for mobile units. GIS team is working with GeoComm to further improve the data and become Next Gen compliant.

John L – 8,723 calls were audited in 2020. Certification classes are taking place, and Dr. Bronsky is administering rapid COVID tests at the beginning of the first day of instruction. 35 hours of CDEs were offered in 2020. The NENA Communications Training Officer class is scheduled for February.

Ben B – 911 education continues to be virtualized and boxes containing packets are being mailed out to the schools. Everbridge notifications include some that are logic-triggered in CAD and require no action on the part of the dispatcher. The Everbridge health check has been completed and all recommended changes have been implemented. A PSA is running on social media featuring non-emergency numbers.

## **8. Reports by Standing Committee**

### **A. DRC/PSAP Managers Committee:**

Jesse Avery reported that they were given updates on all projects and upgrades. They elected Dana Heckman, CSPD trainer, as the new DRC Chairperson. The DRC approved three proposals for change (PFC). The PFCs will be sent to the Academy for consideration. The yearly Spring Training cannot be conducted in person due to COVID and the Authority training team is looking into online options.

## **9. Old Business**

### **A. None.**

## **10. New Business**

### **A. Election of Authority Officers**

The duties of each officer were read from the by-laws. There was a discussion that gauged the current officer's desire to keep their current positions.

A motion was made by Joe Ribeiro to have current officers serve another year by acclamation; the motion was seconded by Miles De Young.

The motion passed on a voice vote with 8 ayes.

## **11. Director's Comments**

Miles De Young thanked Authority employees for all of their hard work. He also thanked the Board for their many and varied contributions though the year. The telecommunicators who received awards were congratulated and he welcomed Andy James to the Board.

## **12. Executive Session**

Not necessary.

**13. Adjournment**

A motion was made by Joe Ribeiro to adjourn the meeting; seconded by Pat Rigdon. The meeting was adjourned at 2:02 PM.

A handwritten signature in black ink, appearing to be 'PR', written over a horizontal line.

Submitted for Approval by Pat Rigdon, Authority Secretary.