**AUTHORITY BOARD MEETING MINUTES**

April 26, 2023 1:00 PM

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| **Authority Members Present** | Peter Carey, Jessica Flohrs, Devin Graham, Andy James, Jeff Jensen, Dean O’Nale, and Mike Wiles. |

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| **Authority Members Absent** | David Edmondson. |
| **Vacancies** | None. |

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| **Other Personnel Present** | Carl Simpson, CEO; Bart Miller, Authority Counsel; and Christy Davis, Executive Administrative Assistant. |

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1. **Call to Order**
2. The April 26, 2023, regular El Paso – Teller County 9-1-1 Authority Board meeting was called to order at 1:00 PM by Vice-Chair, Peter Carey.

The meeting was a hybrid of in-person and remote.

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

Dave Edmondson has asked to be excused.

Dean O’Nale made a motion to excuse David Edmondson; the motion was seconded by Jeff Jensen.

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

1. **Introductions. Oath of Office – Timothy De Leon.**

Timothy De Leon was given the Oath of Office.

Introductions were made.

1. **Public to be Heard.**
2. Employee of the Quarter was presented to Preston Pennington.

**5. Consent Calendar.**

1. Approve the minutes of the March 22, 2023, Authority Meeting.
2. Approve the April 2023 Financial Statement and authorize payment of the monthly bills.

Andy James motioned to approve the Consent Calendar; Jeff Jensen seconded the motion.

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

**6. Approve Authority Resolutions.**

 A. Resolution 23-06, *A RESOLUTION HONORING SAMANTHA FAIRBANKS OF*

 *THE FORT CARSON FIRE DEPARTMENT AS TELECOMMUNICATOR OF THE*

 *FIRST QUARTER OF 2023.*

Jeff Jensen motioned to approve the resolution; Mike Wiles seconded it.

 The motion passed unanimously with a roll call vote with eight ayes.

7. Report by CEO

**Carl S** – Administration – Anniversaries – Mark Everitt – 7 years. Dan Ausec – 5 years. Courtney Kinder – 1 year. Celebrations – National Administrative Professionals Day. MLTS Complaint - Carl and Renee Henshaw are still working on this. They have a new contact at the hotel. There was a question about if UCCS was compliant with not having to dial a 9 and it was confirmed that they were.

**Mary Beth K -** Human Resources – Performance Reviews – Managers feedback is being incorporated into the review. A Review-Up will also be distributed for employees to review their Manager. Bamboo – This is an ongoing project to ensure we utilize every available part of the program. Training – A training session for new managers, titled “Management Skills for New Managers,” has been purchased. The subscription permits unlimited users for six months.

**Matt T** – I.T. – VMware Engagement Ongoing– No further updates. Authority Phone System Upgrades – The I.T. team completed the upgrade. Internal/External Vulnerability Assessment – The restest has been completed and the published Executive Reports were distributed to board members. Windows Update Platform – We have rolled out a new platform for managing Windows updates using Microsoft recommended practices.

**Dan A** – Station Alerting – Radios have been installed at the Authority and EPSO. Matt has been working with multiple fire departments to confirm connectivity and ensure firewall rules are in place. Awaiting delivery date for additional equipment from Westnet. ASAPtoPSAP – Go-Live will be May 2nd. Personnel from ASAP will be onsite at EPSO. TCSO Body Cam Interface – TCSO will integrate CAD data with their body cameras. We are working with the vendor to supply them with the appropriate data and access. PSAP Wellness – A Peer Support Class has been scheduled for June 19-23. Additional First Responder Awareness Training is scheduled for June, August and September. CAD Update – Test CAD is slated for upgrade to the latest version on May 17th.

**John L** – Quality Assurance & Training – Five hundred and ninety nine calls were audited in March. PSAP Training – Training has been conducted at TCSO, CSPD, and EPSO. The next round will begin on May 8, 2023. Navigator Conference – CSPD was awarded the Re-Ace, most times awarded (9). EPSO was awarded their Re-Ace, second most awarded (8). There were 30 who attended for one-day passes from the PSAPs. Seven attended the entire conference and three attended pre-conference classes. Renee wanted to thank the Authority for the opportunity to send line level employees to the conference.

**Ben B** – Public Education – There were 23 presentations last month, reaching 1,295 people. Everbridge – PSAPs sent 19 notifications. Notifications included law enforcement activity, road closures, evacuation orders, and missing persons. There are 90,177 accounts registered for Peak Alerts, an increase of 2,564. The issues with the IPAWS message-sending process have been identified and will be resolved within 60 days. PulsePoint AED – Registered AEDs increased to 1,154, an increase of 52. PSAs – Lamar Sign Company – Peak Alerts/Non-Emergency Number. Meto Mountain Transit – Peak Alerts/Non-Emergency Number. Colorado Springs Airport – Peak Alerts.

9. Reports by Standing Committee

1. DRC/PSAP Managers Committee:

No meeting, no report.

10. Old Business

1. None.

11. New Business

A. None

12. Director's Comments

No comments at this time.

13. Adjournment

Dean O’Nale motioned to adjourn the meeting, seconded by Jeff Jensen. The meeting was adjourned at 1:51 PM.

Submitted for Approval by Dean O’Nale, Authority Secretary.