



AUTHORITY BOARD MEETING MINUTES

February 26, 2025, 12:00

Authority Members Present

Sunny Bryant, Tim De Leon, Jessica Flohrs, Jeff Jensen, and Michelle Wolff.

Authority Members Absent

Devin Graham and Andy James.

Vacancies

One - Cities, Towns, US Military and Special Districts.

Other Personnel Present

Matt Towell, IT Director, Christy Davis, Executive Assistant, and Bart Miller, Legal Counsel.

1. Call to Order

- A. The February 26, 2025 regular session El Paso – Teller County 9-1-1 Authority Board meeting was called to order at 1:04 PM by Chair, Jeff Jensen.

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

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

Devin Graham and Andy James have asked to be excused.

A motion was made by Tim De Leon to excuse Devin Graham and Andy James; the motion was seconded by Jessica Flohrs.

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

3. Introductions.

Introductions were made.

Shana Ball was given the Oath of Office by Chair, Jeff Jensen.

4. Public to be Heard.

Nothing was brought forth at this time.

5. Consent Calendar.

A. Approve the minutes of January 22, 2025, Authority Meeting.

B. Approve the February 2025 Financial Statement and authorize payment of the monthly bills.

Sunny Bryant motioned to approve the Consent Calendar; Tim De Leon seconded the motion.

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

6. Approve Authority Resolutions.

A. Resolution 25-02, A RESOLUTION HONORING RYAN SANDERSON OF THE COLORADO SPRINGS POLICE DEPARTMENT AS TELECOMMUNICATOR OF THE YEAR 2024.

Tim De Leon motioned to approve the resolution; Sunny Bryant seconded the motion.

The motion passed unanimously on a roll call vote.

7. Report by Management Staff

Matt T – Administration – Anniversaries – Jody Wunschel – 2 years, Rens Erickson – 3 years, Jorge Acevedo – 3 years. Employee Handbook – Employers Council completed their review of the revised Employee Handbook. There were minimal recommended changes to update some of the legal language. The edits have been completed, and the handbook will be republished. Job Description Review – We are standardizing the Authority job descriptions.

Matt T – I.T. – EPSO Update – EPSO has moved into the BUCC as of February 13th. They will be onsite for approximately 4 – 5 months while construction and furniture installation takes place.

Dan A – CAD Update – We have had Training CAD upgraded for one month. There have been no significant issues. We are working on a mobile configuration change and scheduling the production upgrade. CAD Administrator Position Recruitment Completed – Preston Pennington has accepted the role of CAD Systems Administrator. He started his new role on February 17th. PSAP Wellness – An Applied Suicide Intervention Skills Training (ASIST) was held last month with sixteen attendees from the PSAPs. Facilities Needs Assessment – One representative from each department participated in the needs assessment charette. It was facilitated by HB&A. We discussed how the facility is used, identified needs/deficiencies, and discussed historical growth in terms of personnel and space utilization for training and meetings. A report is expected in April. GIS Update – Dan thanked CSPD for updates.

Joscelyn N – Quality Assurance & Training – Six hundred and sixty-five calls were audited in January. Certification classes were hosted to include ETC, EMD, EFD, and EPD. Training Coordinator – An opening for a Training Coordinator

position has been posted internally and externally. The posting is open until end of day on February 28th. The coordinator will oversee training, develop content, stay current on industry trends, and perform various related duties.

Ben B – Public Education – The team conducted seven presentations, reaching 274 students. Peak Alerts – PSAPs sent twenty-four notifications. Notifications included road closures, smoke visible in the area, shelter in place, and missing persons. Peak Alert Opt-Ins are at 104,625. The team is working on an API project to create a regional emergency alert map. A project to simplify the message sending process is underway. Each PSAP will receive a new set of templates that will streamline the message sending process. PulsePoint – 1,642 AEDs are registered.

8. Reports by Standing Committee

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

9. Old Business

- A. None.

10. New Business

- A. None.

11. Director's Comments

There was discussion about if a work session would be needed to discuss the facility needs assessment. It was suggested that a subcommittee be created that consisted of two board members, and 911 staff involved in the process that would report back to the board. Jessica Flohrs and Tim De Leon volunteered to be on the committee.

A motion was made by Jessica Flohrs to create a subcommittee to report on the progress of the building expansion project; the motion was seconded by Sunny Bryant.

The motion was approved on voice vote by the six Authority Members present.

12. Adjournment

Shana Ball motioned to adjourn the meeting, seconded by Sunny Bryant. The meeting was adjourned at 12:39 PM.

Submitted for Approval by Michelle Wolff, Secretary