



AUTHORITY BOARD MEETING MINUTES

September 24, 2025, 12:00

Authority Members Present

Tim De Leon, Devin Graham, Andy James, Jeff Jensen, John Koch, and Tina Young.

Authority Members Absent

Sunny Bryant and Michelle Wolff.

Vacancies

One, Cities, Towns, Military and Special Districts.

Other Personnel Present

Renee Henshaw, Executive Director, Christy Davis, Executive Assistant, and Bart Miller, Legal Counsel.

1. Call to Order

- A. The September 24, 2025 regular session El Paso – Teller County 9-1-1 Authority Board meeting was called to order at 12:01 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.

Sunny Bryant and Michelle Wolff have asked to be excused.

Devin Graham made a motion to excuse Sunny Bryant and Michelle Wolff; the motion was seconded by Tim De Leon.

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

Jeff Jensen stated that Shana Ball has resigned from the Authority Board.

3. Introductions.

Introductions were made.

4. Public to be Heard.

There were no comments at this time.

5. Consent Calendar.

- A. Approve the minutes of August 27, 2025, Authority Meeting.
- B. Approve the September 2025 Financial Statement and authorize payment of the monthly bills.

Andy James motioned to approve the consent calendar; Devin Graham seconded the motion.

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

6. **Approve Authority Resolutions.**

- A. Resolution 25-07, A RESOLUTION AUTHORIZING EXECUTION OF A PRELIMINARY NON-BINDING PURCHASE AGREEMENT BY THE EXECUTIVE DIRECTOR, AT THE DIRECTION OF THE BUILDING EXPANSION SUBCOMMITTEE OF THE AUTHORITY BOARD OF DIRECTORS, WITH A POTENTIAL SELLER TO ALLOW THE AUTHORITY TO COMPLETE DUE DILIGENCE EVALUATION OF A POTENTIAL PROPERTY.

A motion was made by Tina Young to approve the resolution; the motion was seconded by John Koch.

The motion passed unanimously on a roll call vote by the six Authority Members present.

7. **Report by Management Staff**

Renee H – Administration – Anniversaries – No Anniversaries this month. Policy Hosted the 911 Task Force – We hosted the 911 Task Force meeting on September 11th. It was followed by the Colorado 911 GIS Informational Series Meeting.

Sandy E – Human Resources – Public Educator Vacancy – New hire, Emily Williams will start on Monday, September 29th. Employee turnover rate is 8.2%.

Matt T. – I.T. – FCFD Administrative Phone Line Update – The administrative lines are now live. FCFD New Monitor and Client Upgrades - Fort Carson clients are mostly finished with a new monitor layout. We will continue to monitor issues. Windows 10 and Server 16 Migrations - We continue to work on the upgrade process away from legacy operating systems to newer editions. This is mostly affecting the PSAP machines and CAD servers, as we have already

rehosted most of the systems. BUCC Console Cleaning – This has been completed.

Dan A – CAD Update – Implemented new FirstDue connectors for multiple agencies. Rolled out CHATCAD to Monument Fire. Rolled out new Field Ops smartphone application. Also rolling out new MobileUX to fire agencies this month starting with AFA Fire. GIS Update – We have been testing modifying existing fields to meet the future NENA I3 requirements. There have been a large number of site modifications as we add additional data fields to the site locations.

Joscelyn N – Quality Assurance & Training – Seven hundred and thirty-two calls were audited in August. CDEs – Two CDEs were created this month. PSAP Training – ProQA for EFD and EPD and EFD V8 ProQA training for CSPD, TCSO, and CCPD.

Ben B – Public Education – The team conducted twelve presentations, reaching 387 people. Peak Alerts – PSAPs sent ten notifications. Notifications included road closures, shelter in place, and missing persons. Peak Alert Opt-Ins are at 113,275. PulsePoint – 1,690 AEDs are registered. September Media Campaign (Peak Alerts) – Safeway/City Market Shopping carts, COS Airport, KRDO, COS Parking Garage and COS TV. Also, postcards were mailed out.

8. Reports by Standing Committee

A. DRC/PSAP Managers Committee:

Joscelyn reported that there had been a demo of PowerDMS products available. They discussed Protocol 41 updated internal Policy of when to use Protocol 26 vs 31. They talked about the training schedule for 2026, Cheers to Peers program for dispatcher recognition. There is a Proposal for Change being submitted for Protocol 19. They also selected the

Telecommunicator of the Third Quarter. Renee spoke about discussion from the 911 Legislative Committee regarding prepaid vendors finding a loophole in the statute which could result in a loss of revenue. They are now working to redefine what “prepaid” is. She is encouraging local representatives to visit PSAPs.

B. Building Expansion Committee.

Dan reported that the contract with Olive has been reviewed by the attorney and signed. On September 9th a kick-off meeting was held and there was a tour of the current facility and the goals for the new facility were reviewed. They toured three facilities. The first was too large and involved a tenant situation. The second would need extensive remodeling. The third site had the most potential. It had three stories. There are very few properties in the area that fit the criteria for the new facility. The board would like an estimate of cost per square foot of properties and an estimate of the value of the existing facility. The board would like the committee to pause signing anything until after the October meeting.

9. Old Business

A. None.

10. New Business

A. Authority 2026 Budget Requests.

Public Education – The Public Education Department is requesting funding to continue PSAs and maintain current services and contracts. There is a slight increase due to the maintenance of the mobile classroom needed and increased cost for PSAs.

QA/Training Department – The QA/Training Department’s request is a decrease from last year due to not implementing the Priority Dispatch Skill Lab.

GIS/Facilities Department – The GIS Department’s request is increased due to every other-year flyover expenses. The Facilities Department request has slightly decreased from 2025.

IT Department – The IT Department’s request is increased due to the higher licensing and maintenance costs. The board will receive the full draft budget the first week of October and will meet for the budget work session on October 22nd.

11. Director's Comments

Due to the resignation of Shana Ball, a new board member will need to be appointed. It was discussed that since it has only been a couple of months since the same representative position had been advertised, that the board could appoint the candidate that was the runner-up (Andrew York). Bart agreed that this is in compliance with the bylaws.

A motion was made by John Koch to appoint Andrew York to the vacant board position at the next meeting; the motion was seconded by Tina Young.

The motion passed unanimously on a voice vote with six ayes.

It was also decided that a board member will be appointed to fill the vacancy on the Building Expansion Committee at the next meeting.

12. Adjournment

John Koch motioned to adjourn the meeting, seconded by Devin Graham. The meeting was adjourned at 1:23 PM.

The motion passed unanimously on voice vote with six ayes.

Submitted for Approval by Michelle Wolff, Secretary